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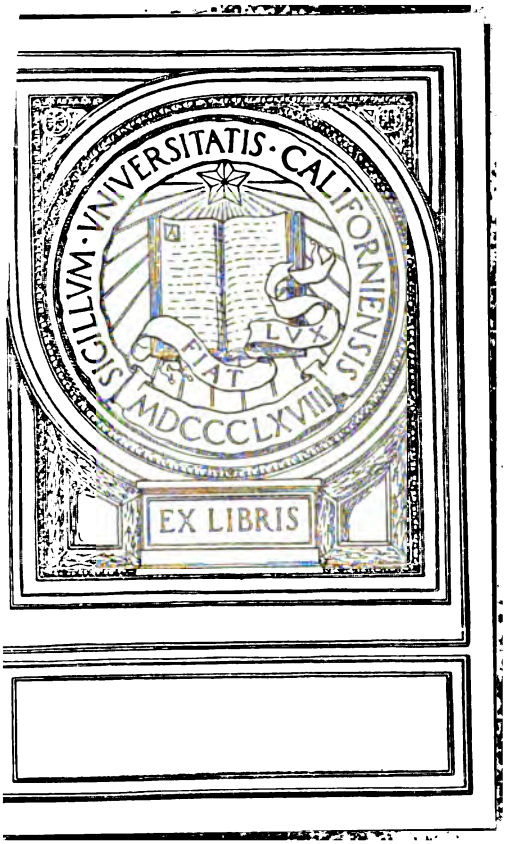
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TRAINING SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

TWENTY-SEVENTH YEAR

1914-1915

LOS ANGELES, CALIFORNIA
THE PUBLIC LIBRARY
1914

UNIV. OF

THE LIBRARY TRAINING SCHOOL IN SESSION

(1922/23, 1924/25, 1926/27 Never Pr.)

TRAINING SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY.

(Issued Prior 1932) ie 1931.

CIRCULAR OF INFORMATION
TWENTY-SEVENTH YEAR
1914-15

UNIVERSITY OF CALIFORNIA

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LIBRARY
SCHOOL

UNIV. OF
CALIFORNIA

UNIV. OF CALIFORNIA

INSTRUCTORS

Mrs. Theodora R. Brewitt (University of Wisconsin Library School), *Principal of the Training School.* Reference work, Cataloging, Classification.

Everett R. Perry (New York State Library School), *Librarian.* Current events.

Joseph L. Wheeler (New York State Library School), *Assistant Librarian.* Library administration.

Miss Gertrude Darlow, *Principal of the Reference Department.* Survey of literature.

Miss Helen T. Kennedy (University of Illinois Library School), *Principal of the Branches Department.* Loan administration.

Miss Jasmine Britton (Carnegie Library of Pittsburgh Training School for Children's Librarians), *Principal of the Juvenile Department.* Children's work.

Mrs. Emilie Jackson, *Principal of the Periodical Department.* Periodicals.

Miss Grace White, *Principal of the Sociology Department.* Public documents.

Miss Helen Haines, *formerly Managing Editor of Library Journal.* Library history, Publishers.

W. Elmo Reavis, *Manager Pacific Library Bindery.* Binding.

M155195

SPECIAL LECTURES DELIVERED IN 1913-14

JOSEPH DANIELS, *Librarian of the Riverside (Cal.) Public Library.* Rising above mediocrity.

DR. ALLISON GAW, *University of Southern California.* History of the novel.

DR. ROCKWELL DENNIS HUNT, *University of Southern California.* Literature of economics.

PROFESSOR ODELL SHEPARD, *University of Southern California.* Contemporary drama.

PROFESSOR JAMES MAIN DIXON, *University of Southern California.* Scotch literature, Bibliography of Japan.

DR. FRANK JOSEPH KLINGBERG, *University of Southern California.* Bibliography of English history.

DR. DANA WEBSTER BARTLETT, *Author of "The Better Country."* Philanthropy in Los Angeles; Preventive philanthropy.

DR. GILBERT ELLIS BAILEY, *University of Southern California.* Geology of California.

OLIVER JONES MARSTON, *University of Southern California.* Bibliography of industrial history.

MISS ANNA MCCONNELL BECKLEY, *Marlborough School.* Bibliography of art.

MISS MARY E. ROBBINS, *recently Director of Simmons College Library School.* Library training in Simmons College.

C. H. FORBES-LINDSAY, *Author of "Panama and the Canal Today."* The Panama Canal.

GENERAL STATEMENT

A TRAINING CLASS for the purpose of preparing young women for library service has been conducted by the Los Angeles Public Library since 1888. With the growth of the library movement in California and the development of the county library system, the demands for library workers and the requests for training have greatly increased.

Although a number of those who have taken the course are now holding good positions in other libraries, the Los Angeles Public Library has found it necessary until now to limit the Training Class to the number likely to be needed in the local library and its branches.

The better facilities of the new library quarters make it possible to accept a limited number of students wishing to prepare for library work elsewhere.

An airy, well lighted room, equipped with specially designed desks for students has been provided for the Training School. The Los Angeles Public Library with its collection of nearly 280,000 volumes, furnishes an unusual opportunity for practice work in one of the largest open shelf libraries in the United States. Many of the problems of the small library can be studied in the well organized branches of the city system, where student apprentices are given experience in work with the public in the more personal relationship possible in small libraries.

HOURS AND LENGTH OF COURSE

Class work begins on the first Monday in October and continues through the month of May with one week vacation at Christmas.

The hours scheduled for study and practice work are from 9 A. M. until 5 P. M., with an hour for luncheon. There is no class or practice work on Saturday afternoon. Some evening study will be necessary.

ENTRANCE REQUIREMENTS

Applicants must be at least eighteen years of age and under thirty. Exception will be made in case of persons who have had unusual educational advantages or library experience.

A good education is essential as a foundation for library work. Applicants must have a High School education or its equivalent as a minimum. A college course makes the best preparation.

All candidates must pass an entrance examination in literature, history, current events, and general information on art, music, and modern social problems. Specimens of the questions asked will be found on page 15 of this circular.

This examination is held in the Los Angeles Public Library on the first Saturday in June, so that the successful applicants may have time for the required reading and practice in typewriting before the school work commences in October. Applicants living at a distance who find it impossible to come to Los Angeles for the examination may arrange to take it in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible. Personal fitness for library work is considered in selecting students for the Training School and this can best be tested in an interview with the Librarian and the Principal. Candidates are also required to furnish references.

The typewriter is used in preparation of lessons and in the practice work. Accepted applicants must be fairly proficient in its use before the class work commences as no instruction is given during the training course.

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Accepted candidates are on probation during the first two months. If at the end of this time it is apparent that a student

is not fitted for library work, he or she will be notified and advised to leave the class.

CERTIFICATE

A certificate is given to those who successfully complete the course. Students whose work has not been satisfactory but who have taken the course in full or in part, will be granted a statement of attendance signed by the Librarian and the Principal of the Training School.

TUITION AND EXPENSES

No tuition is charged in case of residents of Los Angeles preparing for service in the city system. A tuition of $25.00 is required of students living outside the city. This will be refunded if students enter the employ of the Los Angeles Public Library.

Most of the supplies for the school work are furnished by the library. Books and supplies which must be purchased by students will probably cost not more than $10.00.

POSITIONS

Certificated students who wish positions in the Los Angeles Public Library must pass a city civil service examination which is a prerequisite to all municipal employment. The library does not promise to provide positions for students of the Training School. Up to the present time, however, no members of past Training Classes whose work was satisfactory have failed to obtain positions if they desired them.

The library movement is keeping pace with the material development of California and it is more than probable that the demand for trained library workers will be greater than the supply for some time to come.

The salary given to beginners in the Los Angeles Public Library is $50.00. Members of the Training School receive no compensation during the period of training except for occasional substitute service.

SPECIAL LECTURES AND VISITS

Special lectures by visiting library workers and local persons of note are given throughout the school year. Through co-operation with the University of Southern California, a series of talks on the bibliography of their special subjects is given by instructors of that institution. A partial list of the visiting lecturers of 1913-14 will be found on page 6 of this pamphlet.

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PRACTICE WORK

Four hours each day for four days in the week are devoted to practice work. This is an important part of the training. The apprentice schedule is so arranged that students serve in each department of the main library in turn as well as in the branches.

THE COURSE OF STUDY

Bibliographical and Critical Courses

Survey of Literature. Course consists of reviews and discussions of important books in each class of the circulating collection. Closely related to book selection and bibliography of special subjects. *Miss Darlow.*

[*25 lecture and recitation periods.*

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Current Library Literature. The study of current library publications with class discussion. Monthly throughout the school year. *Mrs. Brewitt.* [*8 periods.*

Library Extension and Legislation. The work of library commissions and the study of the California County Library law and its administration. A visit will be made to the Los Angeles County Library. *Mr. Perry, Mrs. Brewitt.* [*3 lectures.*

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature and General Information

1. Who in your estimation is the greatest novelist now writing? Give reasons for your preference and an estimate of his or her work.

2. Give author and title of

One eighteenth century novel
One sociological novel
One religious novel
One detective novel
One sea novel
One humorous novel
One American historical novel
One English historical novel
One novel of English life
One novel of Western American life
One problem novel

3. Why would you be interested in visiting any one of the following cities? In giving your reasons mention galleries, famous buildings, streets, works of art, historical and literary associations, etc.

Florence	London
Rome	Paris

4. Who wrote the following? Select fifteen and characterize as play, poem, novel, etc.

Laocoon	Childe Harold
Tristram Shandy	Peer Gynt
Bible in Spain	Rise of the Dutch Republic
Stones of Venice	Joseph Vance
Playboy of the Western World	Consuelo
The Princess	Making of an American
Imitation of Christ	Essays of Elia
Water Babies	Winning of the West
Spirit of Youth and the City Streets	Marius the Epicurean
The Sunken Bell	Cloister and the Hearth
Your United States	The Decameron
	War and Peace

Ode to a Grecian Urn

5. Write at least two pages on one of the following subjects:

The development of the novel
Epic poetry
The mystery and morality plays

6. Make an outline of English literature from the time of Chaucer, giving the periods with approximate dates, and the principal writers in each.

7. What ideas do you associate with the following? Characterise in a sentence. Answer fifteen.

Kriemhild	Sistine Chapel
The Survey	Jewels of the Madonna
Parthenon	The Spanish Main
The Hundred Days	Midas
Scourge of God	St. Sophia
Dido	Minnesingers
Langue d'oc	Giotto's Campanile
The Dying Gaul	Notre Dame
Stonehenge	Harun-al-Rashid

8. (a) Who painted the following:

The Last Judgment	The Golden Staircase
Sistine Madonna	Frescoes portraying the legends of the Holy Grail
The Horse Fair	
The Last Supper	Madonna of the Chair

(b) Name

Two living violinists
Four living composers of opera and the name of an opera by each
One director of orchestra
Two symphonies with their composers
Two oratorios with their composers

9. Give the authors and titles of eight books which you have read within the last few years and which you could recommend to a library patron. Characterize each one very briefly.

History and Current Events

1. Discuss one of the following subjects. Write two pages or more.

The Italian Renaissance
The Protestant Reformation in England
The Holy Roman Empire

2. Discuss the circumstances which led to the admission of California as a state of the Union.

or

Give a brief account of Father Junipero Serra and his part in the development of California.

3. In what wars were the following battles fought. Give countries engaged and the approximate dates.

Battle of Marathon
Battle of Hastings
Defeat of the Spanish Armada
Battle of Austerlitz
Battle of Agincourt

4. Characterize the following, giving a sentence to each, and mark those living with a star (*). Answer twenty.

Peter the Hermit	Dr. Anna Shaw
Frederic Mistral	Andrew Lang
Robespierre	William Tell
Francis of Assisi	Marshall Ney
Sir Isaac Newton	Hernando Cortes
Pestalozzi	John La Farge
Debussy	Israel Putnam
Garibaldi	John Muir
Hildebrand	Jean de Reszke
Thomas á Becket	Ella Flagg Young
Mary Antin	Raymond Poincaire
Father Marquette	Thomas Nelson Page

5. Discuss two of the following subjects:

The Reconstruction period in American history
Territorial expansion of the United States
Causes of the American Revolution

6. (a) What important legislation has been accomplished by the present Congress?

(b) What question in connection with the opening of the Panama Canal has been under discussion? Give some of the arguments on both sides and discuss President Wilson's attitude toward it.

7. (a) Discuss the present situation in Mexico, covering the following points: (1) The Civil War. (2) Relations with the United States.

   (b) What independent state has been created by the Great Powers within the year? Give the circumstances and the present situation of the new government.

8. Discuss one of the following subjects:
   The Ulster rebellion
   The Colorado strike

9. What is meant by the following: Answer eight briefly.

Sabotage	Nobel prize
Syndicalism	Public utilities
Housing problem	Living wage
Mothers' pensions	The Triple Alliance
Employers' liability	Popular election of senators

10. What is meant by civic betterment? Mention some of the problems with the agencies and methods of their solution.

CLASS OF 1913-14

EDITH MAY CHURCH, Glendale, Cal.

GRACE COOLIDGE (*B. A. Leland Stanford University*), Porterville, Cal.

GLADYS MARION CROWE (*one year University of Texas*), Los Angeles

CARRIE BELLE GARNETT, Hollywood, Cal.

MINNIE GULLICKSON (*B. S. St. Olaf's College*), Pasadena, Cal.

JEAN HUDDLESTON, San Gabriel, Cal.

LULU L. LITTLEJOHN (*B. A. University of Illinois*), Los Angeles

ANNA MARIE RUSCHE, Los Angeles

JEANNIE T. SHUTE, Los Angeles

HELEN LOUISE SPOTTS, Pasadena, Cal.

ROSE TAYLOR, Los Angeles

CHARLOTTE JOSEPHINE THOMAS (*B. A. Pomona College*), Claremont, Cal.

RHODA WILLIAMS, Los Angeles

RUTH ANN WARING (*B. A. Northwestern University*), Alhambra, Cal.

GIFT
UNIVERSITY
BERKELEY

LOS ANGELES PUBLIC LIBRARY

THE

LIBRARY TRAINING SCHOOL

CIRCULAR OF INFORMATION

TWENTY-EIGHTH YEAR

1915-16

LIBRARY OF THE UNIVERSITY OF CALIFORNIA

LOS ANGELES, CALIFORNIA
THE PUBLIC LIBRARY
1915

SCHOOL OF LIBRARIANSH
UNIVERSITY OF CALIFORN
BERKELEY, CALIFORNIA

Los Angeles Public Library Training School

ANNOUNCEMENT OF OPEN COURSES
APRIL - MAY, 1916

For the six weeks commencing April third and ending May eleventh the lecture courses of the Los Angeles Public Library Training School will be open to visiting librarians and library assistants. During this period full courses will be given in some of the most interesting and valuable subjects of the entire school year.

LIBRARY OF THE UNIVERSITY OF CALIFORNIA

In view of the fact that there will be no short course in library methods at the University of California until a year from the coming summer, and because of the requests for special instruction which have come to us, we have been led to believe that this opportunity to share in the work of the Training School should be offered to librarians and library assistants who are not able at present to take a full course of library training, or who wish to supplement their knowledge of certain subjects by class instruction.

We hope to make this period of open courses of inspirational as well as practical benefit. Time will be given to informal discussion of library problems and to visits to near-by libraries and branches. A series of special lectures on subjects of interest to library workers will be given by instructors from the University of Southern California and others.

A fee of $10.00 will be charged those attending for the full six weeks. Special arrangements will be made in case of library workers living near Los Angeles who wish to come in one or two days a week in order to take any one course. Those expecting to attend are requested to send their names to the Principal, Mrs. Theodora R. Brewitt, as soon as possible.

OUTLINE OF THE COURSE

Binding and repair of books. W. Elmo Reavis, Pacific Library Bindery. *Mondays.*

1. Paper.
2. Binding materials.
3. Sewing.
4. Forwarding.
5. Finishing.
6. Mending.

Library movement. Miss Helen Haines, Pasadena. *Tuesdays* and *Thursdays.*

1. History of European libraries, early and older.
2. Present day European libraries.
3. History of the American library movement.
4. Library associations.
5. Library periodicals.
6. Great American libraries and their specialties.
7. American library biography.

Survey of literature. Miss Gertrude Darlow, Los Angeles Public Library. Special lectures selected from a thirty-two weeks course. *Wednesdays.*

1. English poetry.
2. American poetry.
3. English drama.
4. American drama.
5. Essays.
6. Continental literature.

Library work with children. Miss Jasmine Britton, Los Angeles Public Library. Special lectures selected from a twenty weeks course. *Thursdays.*

1. Survey of library work with children.
2. History of children's books.
3. Standards of book selection.
4. Fairy tales and legends.
5. Picture books, little children's books and illustrators.
6. Borderland and yellow fiction.
7. Administration and equipment of a children's room.
8. Advertising; story hours, clubs, exhibits, bulletins, and lists.
9. Class room libraries.
10. Teaching the use of the library in the schools.

Reference work. Mrs. Theodora R. Brewitt, Principal of the Training School. Special lectures supplementing the twenty-four weeks course. *Wednesdays.*

1. Principles of effective reference work.
2. The reference collection in a small library.
3. Reading lists and bibliographies.
4. Aids in reference work.
5. Reference work for schools.

Library administration. Miss Zaidee Brown, Librarian of the Long Beach Public Library. *Saturdays.*

1. Trustees and staff.
2. Supplies and minor records.
3. Finance and business records.
4. Statistics, reports, and other records.
5. Relations with schools.

Special Lectures (partial list)

Criteria for judging creative literature. Dr. Allison Gaw, University of Southern California.

Books on immigration. Dr. Emory Bogardus, University of Southern California.

Development of economic thought. Dr. Rockwell D. Hunt, University of Southern California.

Literature of economics. Dr. Rockwell D. Hunt, University of Southern California.

Wood block printing. Mr. J. T. Armstrong.

Municipal reference work. Miss Grace White, Los Angeles Public Library.

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UNIV. OF

LOS ANGELES PUBLIC LIBRARY

THE

LIBRARY TRAINING SCHOOL

CIRCULAR OF INFORMATION

TWENTY-EIGHTH YEAR

1915-16

LOS ANGELES, CALIFORNIA

THE PUBLIC LIBRARY

1915

INSTRUCTORS

MRS. THEODORA R. BREWITT (University of Wisconsin Library School), *Principal of the Training School.* Reference work, Cataloging, Classification, and minor courses.

EVERETT R. PERRY (New York State Library School), *Librarian.* Current events.

JOSEPH L. WHEELER (New York State Library School), Library administration.

MISS GERTRUDE DARLOW, *Principal of the Reference Department.* Survey of literature.

MISS HELEN T. KENNEDY (University of Illinois Library School), *Principal of the Branches Department.* Loan administration.

MISS JASMINE BRITTON (Carnegie Library of Pittsburgh Training School for Children's Librarians), *Principal of the Juvenile Department.* Library work with children.

MRS. EMILIE JACKSON, *Principal of the Periodical Department.* Periodicals.

MISS GRACE WHITE, *Principal of the Sociology Department.* Public documents.

MISS HELEN HAINES, *formerly Managing Editor of Library Journal.* The library movement, Publishers, Evaluation of fiction, Trade bibliography, Book selection.

W. ELMO REAVIS, *Manager Pacific Library Bindery.* Binding.

SPECIAL LECTURES DELIVERED IN 1914-15

HECTOR ALLIOT, Sc.D., *Curator of the Southwest Museum.* The Southwest Museum.

JAMES TARBOTTOM ARMSTRONG. Wood block printing.

GILBERT ELLIS BAILEY, PH.D., *University of Southern California.* Geology of California.

ANNA M. BECKLEY, *Marlborough School.* Literature of California history. Literature of mediaeval history. Literature of art.

EMORY S. BOGARDUS, PH.D., *University of Southern California.* Books on immigration.

ZAIDEE BROWN, *Librarian of the Long Beach Public Library.* Library commission work.

JESSE D. BURKS, *Director of the Los Angeles Efficiency Bureau.* Program of the Efficiency Department.

JOSEPH F. DANIELS, *Librarian of the Riverside (Cal.) Public Library.* Qualifications for librarianship.

JAMES MAIN DIXON, A. M., *University of Southern California.* Scotch literature; Bibliography of Japan.

KATHERINE JEWELL EVERTS, *Dramatic reader, and author of "The Speaking Voice."* The open book.

ALLISON GAW, PH.D., *University of Southern California.* Criteria for judging creative literature.

ROCKWELL DENNIS HUNT, PH.D., *University of Southern California.* Literature of economics.

FRANK JOSEPH KLINGBERG, PH.D., *University of Southern California.* Books on English history.

JAMES L. GILLIS, *Librarian of the California State Library.* County library movement in California.

LUCY LAY, *Librarian of the Los Angeles High School Library.* High school library work.

HARRY A. LINSCOTT, *of Ginn & Co.* What librarians should know about school text books.

BESSIE SARGEANT SMITH, *Cleveland Public Library.* Book selection in the Cleveland Public Library.

LUTIE EUGENIA STEARNS, *formerly chief of the traveling library department, Wisconsin Library Commission.* Library spirit.

BENJAMIN STELTER, PH.D., *University of Southern California.* Evaluation of modern drama.

ALTHEA WARREN, *San Diego Public Library.* The Sears, Roebuck Library.

GENERAL STATEMENT

A TRAINING CLASS for the purpose of preparing young women for library service has been conducted by the Los Angeles Public Library since 1888. Until 1914 candidates for positions in the local library, only, were accepted as members of the class. The rapid growth of the library movement in California through the establishment of new public libraries, the extension work of the county libraries and the development of school libraries has resulted in an increased demand for library workers. The Los Angeles Public Library is now in a position to meet this demand by admitting to the Training School a limited number of students who wish to prepare for work in other libraries.

Commencing with the school year of 1915-16, the course of instruction will be extended from eight to nine months and will include practically all the subjects taught in any one year library school course.

The Training School quarters consist of an airy, well lighted class room equipped with specially designed desks, typewriters for practice work, and a reference collection of books, pamphlets, and bound periodicals used in required reading and exercises. This collection has been extensively added to during the past year and will be kept up to date as new material appears.

The Los Angeles Public Library with its collection of 250,000 volumes, furnishes an unusual opportunity for practice work in one of the largest open shelf libraries in the United States. Many of the problems of the small library can be studied in the well organized branches of the city system, where student apprentices are given experience in work with the public in the more personal relationship possible in small libraries. Commencing with the school year of 1915-16 the Los Angeles County Free Library, the Los Angeles Elementary School Library and the city high school libraries will co-

usic, and modern social problems. Specimens of the ques-
ons asked will be found on page 15 of this circular.

RIVERSIDE PUBLIC LIBRA

Los Angeles County Free Library, the Los Angeles Elementary School Library and the city high school libraries will co-

RIVERSIDE, CALIFORNIA

UNIV. OF CALIFORNIA

usic, and modern social problems. Specimens of the ques-
ons asked will be found on page 15 of this circular.

UNIV OF
CALIFORNIA

Los Angeles County Free Library, the Los Angeles Elementary School Library and the city high school libraries will co-

operate with the public library as laboratories for student practice work.

During the year, students have a wide range of musical and dramatic events to chose from as means for self culture and the city is also fortunate in the number and variety of its lectures and study clubs, many of which can be attended by those students who wish to supplement their education in this way. The University of Southern California has evening courses in literature, sociology, and several other subjects.

HOURS AND LENGTH OF COURSE

Class work begins on the first Monday in October and continues through the month of June, with one week vacation at Christmas.

The hours scheduled for study and practice work are from 9 A. M. until 5 P. M., with an hour allowed for luncheon. There is no class or practice work on Saturday afternoons. Some evening study will be necessary.

ENTRANCE REQUIREMENTS

Applicants must be at least eighteen years of age and it has been found by experience that persons over thirty find it difficult, as a rule, to adjust themselves to a rigid course of technical training such as is required for library service, hence they are advised not to attempt the work unless they have had previous library experience.

A good education is essential as a foundation for library work. A high school education or its equivalent is required as a minimum and a college course is strongly advised. A knowledge of literature, history, economics, sociology and modern languages, especially French, German and Spanish, makes the best preparation for library service.

All candidates must pass an entrance examination in literature, history, current events, and general information on art, usic, and modern social problems. Specimens of the questons asked will be found on page 15 of this circular.

This examination is held in the Los Angeles Public Library on the last Saturday in May, so that the successful applicants may have time for the required reading and practice in typewriting before the school work commences in October. Applicants living at a distance who find it impossible to come to Los Angeles for the examination may arrange to take it in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible. Personal fitness for library work is considered in selecting students for the Training School and this can best be tested in an interview with the Librarian and the Principal. Candidates are also required to furnish references.

The typewriter is used in preparation of lessons and in the practice work. Accepted applicants must be fairly proficient in its use before the class work commences as no instruction is given during the training course.

PROBATION

Accepted candidates are on probation during the first two months. If at the end of this time it is apparent that a student is not fitted for library work, he or she will be notified and advised to leave the class.

CERTIFICATE

A certificate is given to those who successfully complete the course. Students whose work has not been satisfactory but who have taken the course in full or in part, will be granted a statement of attendance signed by the Librarian and the Principal of the Training School.

TUITION AND EXPENSES

A tuition fee of $25.00 is charged to residents of Los Angeles, $15.00 being payable in October and $10.00 in January. A fee of $40.00 is charged to non-residents, $20.00 payable in October and $20.00 in January.

As the necessary supplies and text books are furnished by the library, the incidental expenses of the course are slight. About $8.00 should be allowed for library visits, membership fees for the Los Angeles Library Club, subscription to library periodicals, etc.

POSITIONS

Certificated students who wish positions in the Los Angeles Public Library must pass a city civil service examination which is a prerequisite to all municipal employment. The library does not promise to provide positions for students of the Training School. Up to the present time, however, no members of past Training Classes whose work was satisfactory have failed to obtain positions if they desired them, either in this library or elsewhere.

The library movement is keeping pace with the material development of California and it is more than probable that the demand for trained library workers will be greater than the supply for some time to come.

The salary given to beginners in the Los Angeles Public Library is $50.00. Members of the Training School receive no compensation during the period of training except for occasional substitute service.

SPECIAL LECTURES AND VISITS

Special lectures by visiting library workers and local persons of note are given throughout the school year. Through co-operation with the University of Southern California, a series of talks on the bibliography of their special subjects is given by instructors in that institution. A list of the visiting lecturers of 1914-15 will be found on page 4 of this pamphlet.

The routine of school work is broken by occasional visits to near-by libraries, to the municipal playgrounds and to some of the large printing establishments and binderies of the city. These visits are not optional, but form a part of the required

work of the school. Students are urged to attend the meeting of the Sixth District California Library Association. Sessions of the Los Angeles Library Club and the Story-tellers' League are also open to the class.

PRACTICE WORK

Actual work in the Los Angeles Public Library and its branches forms one of the valuable features of the training course. This work is carefully supervised and is designed to give the students as practical and as varied experience as possible. An established routine is followed in each department and written reports are made to the Principal by the supervisor of the practice work after each assignment.

Through the co-operation of the Los Angeles County Free Library, the Los Angeles Elementary School Library, and the city high school libraries, opportunities for practice work in these special fields will be given to the students in the Training School.

THE COURSE OF STUDY*

Bibliographical and Critical Courses

Survey of Literature. Course consists of lectures and discussion of important books in each class of the circulating collection. Closely related to Evaluation of Fiction, Book Selection, and Bibliography of Special Subjects. *Miss Darlow.* [*26 periods.*

Book Selection. The principles of book selection applied to the various classes of books, book reviewing periodicals, and other book selection aids, study of editions, and practice in the compilation of lists of best books. *Miss Haines.* [*10 periods.*

Evaluation of Fiction. The object of this course is to cultivate the ability to select the best modern fiction through a study of the principles of evaluation and also to familiarise students with certain typical books. The lectures include historical fiction, "borderland" fiction, foreign fiction in translation, the short story, etc. *Miss Haines.* [*10 periods.*

Bibliography of Special Subjects. A course of lectures by specialists on the literature of their respective subjects. Given largely by instructors in the University of Southern California. [*10 periods.*

Publishing Houses. A survey of the characteristics of the best known American and English publishers, their specialties, series, etc., with some preliminary lectures on the history of book-making. *Miss Haines.* [*8 periods.*

Trade Bibliography. Study of the development of trade bibliography with special attention to the important present day aids used in ordering books. *Miss Haines, Mrs. Brewitt.* [*5 periods.*

*The number of periods indicated for each course does not include the time allowed for exercises and study.

Book Buying and Ordering. Follows logically the courses listed above. Includes a study of the sources for book purchases, division of the book fund, and the routine of ordering. *Mr. Wheeler, Mrs. Brewitt.* [*5 periods.*

Reference Work. This subject covers the study of the standard works of reference, the principles of reference work, and important subject bibliographies. Exercises are given in the practical use of the books taken up in each lecture, and in the compilation of reading lists and bibliographies. *Mrs. Brewitt.* [*30 periods.*

Work with Children. Includes a survey of library work with children, history and development of children's literature, selection of children's literature, story hours and clubs, work with schools, advertising methods, equipment and administration of children's rooms. *Miss Britton.* [*30 periods.*

Public Documents. A study of the principal publications of the United States government and some state and municipal documents, with instruction and practice in their proper arrangement and reference use. A preliminary study of the organization of government departments forms the basis for this course. *Miss White.* [*10 periods*

Periodicals. A study of the most important American and foreign periodicals, the routine work of the periodical department, including ordering, checking, filing and binding periodicals. Each student prepares an annotated list of best magazines for a small library. *Mrs. Jackson.* [*8 periods.*

Technical Courses

Cataloging. The course includes lectures and practice work in dictionary cataloging and in alphabeting. Special attention is given to study and practice in assigning subject headings. Each student prepares a sample catalog which is thoroughly

indexed to bring out examples of rules. The card rules used in the University of Wisconsin Library School form the basis of instruction. *Mrs. Brewitt.* [*30 periods.*

Classification. Study of the Decimal system. An exercise in classifying selected books follows each lecture. These exercises are revised and corrections discussed in class, bringing out the principles of classification as well as the problem of the individual book. Other classification systems are briefly described, including the Cutter, the Library of Congress, and the expansion of the Decimal system made by the Institut International de Bibliographie. The study of book numbers is included in this course. *Mrs. Brewitt.* [*24 periods*

Accession Department. This course covers the routine and mechanical processes connected with the incoming books and other accessions. Instruction is given in methods of accessioning, care of serials, mechanical preparation of books, etc. *Miss Lefler, Mrs. Brewitt.* [*6 periods.*

Shelf List and Inventory. Includes uses of the shelf list, exercises in shelf-listing, methods of taking inventory, and care of shelves. *Mrs. Brewitt.* [*3 periods.*

Binding and Repair of Books. This course includes the study of materials used in bookbinding, sewing, forwarding, finishing, specifications for library binding, mending. One or two books are bound by each student. The Training School enjoys unusual facilities for practice work in the Pacific Library Bindery, which is situated in the library building. *Mr. Reavis, Mr. Herzog.* [*7 periods.*

Miscellaneous Technical Subjects. Lessons in note taking, library hand, business forms, test exercises in typewriting, the collection and care of pamphlets, clippings and pictures. *Miss Taylor, Mrs. Brewitt.* [*6 periods.*

Administrative Courses

Lessons given under this heading are concerned with the problems included in the general management of the library.

Library Administration. Lectures on sources of library funds, relations of the librarian and staff, the library board, extension work, publicity, library reports, statistics, printing, and library buildings. *Mr. Wheeler.* [*6 periods.*

Departmental Routine. Lectures by the principals of departments giving a survey of the work of each department. These are given during the first week in order to prepare students for practice work. [*9 periods.*

Loan Administration. Covers charging systems, rules and regulations governing the registration of borrowers and the circulation of books, and other questions dealing with the contact with the public. *Miss Kennedy, Miss Hart.* [*12 periods.*

Miscellaneous Courses

The Library Movement. Lectures on history of European libraries, history of American libraries, American library biography, great American libraries and their specialties, library periodicals. Topics related to the subject of each lecture are assigned to each student and reported on in class. *Miss Haines.* [*10 periods.*

Current Events. A single topic of current history is discussed at each of the semi-monthly meetings of the class. *Mr. Perry.* [*16 periods.*

Current Library Literature. The study of current library publications, with class discussion of articles appearing in them. Monthly throughout the school year. *Mrs. Brewitt.* [*8 periods.*

County Libraries. Lectures on the rural library movement, the California county library law and its operation, the special aims, methods and technique of county library work. A visit is made to the Los Angeles County Free Library. Elective practice work in the County Library is given to those who are preparing especially for county library service. Given by members of the Los Angeles County Free Library staff, and others. [*8 periods.*

School Libraries. Lectures on special problems of school library work, aids in school library work, instruction in the use of a library. Elective practice work is offered in the city school libraries to those who are especially interested in school library work. Various lecturers. [*10 periods.*

Special Lectures. These consist of talks by visiting librarians and persons prominent in civic affairs. The number of talks and the subjects vary from year to year. [*about 15 periods.*

Original Work. Each student prepares an original bibliography or thesis, the subject to be chosen by the student. The range of subjects which deserve special study and carefully prepared lists is very large, and the aim will be toward something worthy of being printed.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature and General Information

1. Who in your estimation is the greatest novelist now writing? Give reasons for your preference and an estimate of his or her work.

2. Give author and title of

One eighteenth century novel
One sociological novel
One religious novel
One detective novel
One sea novel
One humorous novel
One American historical novel
One English historical novel
One novel of English life
One novel of Western American life
One problem novel

3. Why would you be interested in visiting any one of the following cities? In giving your reasons mention galleries, famous buildings, streets, works of art, historical and literary associations, etc.

Florence	London
Rome	Paris

4. Who wrote the following? Select fifteen and characterize as play, poem, novel, etc.

Laocoon	Childe Harold
Tristram Shandy	Peer Gynt
Bible in Spain	Rise of the Dutch Republic
Stones of Venice	Joseph Vance
Playboy of the Western World	Consuelo
The Princess	Making of an American
Imitation of Christ	Essays of Elia
Water Babies	Winning of the West
Spirit of Youth and the City Streets	Marius the Epicurean
	Cloister and the Hearth
The Sunken Bell	The Decameron
Your United States	War and Peace

Ode to a Grecian Urn

5. Write at least two pages on one of the following subjects:

The development of the novel
Epic poetry
The mystery and morality plays

6. Make an outline of English literature from the time of Chaucer, giving the periods with approximate dates, and the principal writers in each.

7. What ideas do you associate with the following? Characterise in a sentence. Answer fifteen.

Kriemhild	Sistine Chapel
The Survey	Jewels of the Madonna
Parthenon	The Spanish Main
The Hundred Days	Midas
Scourge of God	St. Sophia
Dido	Minnesingers
Langue d'oc	Giotto's Campanile
The Dying Gaul	Notre Dame
Stonehenge	Harun-al-Rashid

8. (a) Who painted the following?

The Last Judgment	The Golden Staircase
Sistine Madonna	Frescoes portraying the legends of the Holy Grail
The Horse Fair	
The Last Supper	Madonna of the Chair

(b) Name

Two living violinists
Four living composers of opera and the name of an opera by each
One director of orchestra
Two symphonies with their composers
Two oratorios with their composers

9. Give the authors and titles of eight books which you have read within the last few years and which you could recommend to a library patron. Characterize each one very briefly.

History and Current Events

1. Discuss one of the following subjects. Write two pages or more.

The Italian Renaissance.
The Protestant Reformation in England
The Holy Roman Empire

2. Discuss the circumstances which led to the admission of California as a state of the Union.

or

Give a brief account of Father Junipero Serra and his part in the development of California.

3. In what wars were the following battles fought. Give countries engaged and the approximate dates.

Battle of Marathon
Battle of Hastings
Defeat of the Spanish Armada
Battle of Austerlitz
Battle of Agincourt

4. Characterize the following, giving a sentence to each, and mark those living with a star (*). Answer twenty.

Peter the Hermit	Dr. Anna Shaw
Frederic Mistral	Andrew Lang
Robespierre	William Tell
Francis of Assisi	Marshall Ney
Sir Isaac Newton	Hernando Cortes
Pestalozzi	John La Farge
Debussy	Israel Putnam
Garibaldi	John Muir
Hildebrand	Jean de Reszke
Thomas á Becket	Ella Flagg Young
Mary Antin	Raymond Poincaire
Father Marquette	Thomas Nelson Page

5. Discuss two of the following subjects:
The Reconstruction period in American history
Territorial expansion of the United States
Causes of the American Revolution

6. (a) What important legislation has been accomplished by the present Congress?

(b) What question in connection with the opening of the Panama Canal has been under discussion? Give some of the arguments on both sides and discuss President Wilson's attitude toward it.

7. (a) Discuss the present situation in Mexico, covering the following points: (1) The civil war. (2) Relations with the United States.

   (b) What independent state has been created by the Great Powers within the year? Give the circumstances and the present situation of the new government.

8. Discuss one of the following subjects:
   The Ulster rebellion
   The Colorado strike

9. What is meant by the following: Answer eight briefly.

Sabotage	Nobel prize
Syndicalism	Public utilities
Housing problem	Living wage
Mothers' pensions	The Triple Alliance
Employers' liability	Popular election of senators

10. What is meant by civic betterment? Mention some of the problems with the agencies and methods of their solution.

CLASS OF 1914-15

EDNA ELEANOR ANDERSON *(two years State College of New Mexico; two years assistant librarian, State College of New Mexico)*, State College, New Mexico.

GLADYS BARNDOLLAR *(one year Mills College)*, Long Beach.

ELIZABETH IVES BOYNTON *(one year and a half Marlborough School, Los Angeles)*, Los Angeles.

DORIS CRAWFORD *(one year University of Southern California)*, Pasadena.

HELEN MARIE FIELD *(graduate University of Redlands)*, Los Angeles.

LEWIS HARVEY GALANTIERE *(one year University of Chicago)*, Los Angeles.

FLORENCE HAZEL MACLOSKEY *(three years University of Southern California, three years student assistant in University of Southern California library)*, Los Angeles.

EDITH IONE MORRISON *(one year High School post-graduate work, one semester University of Southern California)*, Los Angeles.

ROSE MARIE PURCELL *(one year Los Angeles Junior College)*, Los Angeles.

HARRIETTE A. SAXTON *(graduate Oshkosh Normal School; twelve years librarian Clarkston (Wash.) Public Library)*, Clarkston, Wash.

MONICA SHANNON *(two years private study)*, Los Angeles.

IVIE FRANCES WICKAM *(graduate Santa Monica High School)*, Santa Monica.

EDNA GLADYS WILLIAMS *(one year Los Angeles Junior College)*, Los Angeles.

CORRIE VALENTINE ZIEGLER *(one and a half years Hollywood Junior College)*, Los Angeles.

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SCHOOL OF LIBRARIANS
UNIVERSITY OF CALIFOR
BERKELEY, CALIFORNI

LOS ANGELES PUBLIC LIBRARY

THE

LIBRARY TRAINING SCHOOL

CIRCULAR OF INFORMATION

TWENTY-NINTH YEAR

1916-17

UNIVERSITY

LOS ANGELES, CALIFORNIA
THE PUBLIC LIBRARY
1916

Standard Printing Co,
211 New High St.

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CALIFORNIA

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LOS ANGELES PUBLIC LIBRARY

THE

LIBRARY TRAINING SCHOOL

CIRCULAR OF INFORMATION

TWENTY-NINTH YEAR

1916-17

LOS ANGELES, CALIFORNIA

THE PUBLIC LIBRARY

1916

INSTRUCTORS

Mrs. Theodora R. Brewitt (University of Wisconsin Library School), *Principal of the Training School.* Reference work, Cataloging, Classification, and minor courses.

Miss Zaidee Brown (New York State Library School) *Librarian, Long Beach Public Library.* Library Administration.

Miss Gertrude Darlow, *Principal of the Circulation Department.* Survey of literature.

Miss Helen T. Kennedy (University of Illinois Library School) *Principal of the Branches Department.* Loan administration.

Miss Jasmine Britton (Carnegie Library of Pittsburgh Training School for Children's Librarians) *Principal of the Juvenile Department.* Library work with children.

Mrs. Emilie Jackson, *Principal of the Periodical Department.* Periodicals and Current events.

Miss Grace White, *Principal of the Sociology Department.* Public Documents.

Miss Helen Haines. The library movement, Publishers, Evaluation of fiction, Trade bibliography, Book selection.

W. Elmo Reavis, *Manager, Pacific Library Bindery.* Binding.

Lectures on various subjects are also given by the following members of the Los Angeles Public Library staff: Mr. Virgil Morse, Miss Eleanor Caruthers, Miss Ruth Ann Waring, Miss Gertrude Hart, Miss Van Tyne Smith, Miss Susanna Ott, Miss Grace Lefler, Miss Loretto Clark, Miss Clara Rowell, Miss Laura Cooley.

SPECIAL LECTURES DELIVERED IN 1915-16

(PARTIAL LIST)

JAMES TARBOTTOM ARMSTRONG. Wood block printing.

EMORY S. BOGARDUS, Ph.D. (University of Southern California). Books on immigration.

MISS EDITH CLARKE, *Special lecturer on U. S. Government publications.* Public Documents (six lectures), Bibliography (four lectures), Pamphlet material (two lectures).

MRS. BERTHA L. DICKENSON, Ph.D. Aids in the study of Browning.

JAMES MAIN DIXON, A.M. (University of Southern California). Scotch literature; Bibliography of Japan.

ALLISON GAW, Ph.D. (University of California). Criteria for judging creative literature.

ROCKWELL DENNIS HUNT, Ph.D. (University of Southern California). Literature of economics.

FRANK JOSEPH KLINGBERG, Ph.D. (University of Southern California). Books on English history.

MISS LUCY LAY, *Librarian of the Los Angeles High School Library.* High School library work.

HARRY A. LINSCOTT, *of Ginn & Co.* What librarians should know about school text books.

MISS ELLA MORGAN, *Librarian of the Lincoln High School Library.* History of school library movement; Aids in High School library work.

MISS ETHEL RICHARDSON, *State Commissioner of Immigration and Housing.* The immigration problem in California.

SEWARD C. SIMONS, *Secretary, Los Angeles Municipal League.* The City charter.

BENJAMIN STELTER, Ph.D. (University of Southern California) Evaluation of modern drama.

Mrs. Gudrun Thorne-Thomsen. The adaptation of the story.

Miss Marjorie Van Deusen, *Assistant Librarian of the Los Angeles Normal School Library.* Normal school library work.

Miss Irene Warren, *President of the Library Section of the N. E. A.* When the high school library comes into its own; Campaigning for better school libraries.

CLASS OF 1915-16

Mrs. Nellie E. Bezoier (Two years Drake University, Des Moines, Iowa), Pomona, Cal.

Mrs. Saxon Brown, Pasadena, Cal.

Elizabeth Connor, Ph.B. (University of Chicago), Pasadena, Cal.

Maria Elizabeth Deutschbein, Bloemendaal, Holland.

Marian Dinsmoor, B.A. (University of Minnesota), Long Beach, Cal.

Iona Columba Eddie, Pasadena, Cal.

Elizabeth Kennedy Ellsworth (one year and a half Hollywood Junior College), Los Angeles.

Gladys Glenn, Los Angeles.

Grace Hammond, Los Angeles.

Betty Townsend Lord, A.B. (Milwaukee-Downer College), Waupaca, Wis.

Beth Pasco (one year and a half Los Angeles Junior College), Los Angeles.

Helen M. Rowland, Pasadena, Cal.

Susan Marguerite Talmage, Pasadena, Cal.

Margaret E. Vinton (two and a half years Drury College), Springfield, Mo.

Elizabeth Shirley Walker, B.A. (Occidental College), Long Beach, Cal.

GENERAL STATEMENT

A TRAINING CLASS has been conducted in the Los Angeles Public Library since 1888. In recent years the rapid growth of the library movement in California through the establishment of new public libraries, the extension work of the county libraries, and the development of school libraries, has resulted in an increased demand for library workers. For this reason it has seemed advisable to extend the training course, originally established for the purpose of preparing young women for positions in the Los Angeles Public Library, into a one-year library school. This school now includes in its curriculum all the subjects usually given in one-year courses of library training, and is open to students who wish to prepare for general library work, as well as to those who are seeking positions in the Los Angeles Public Library.

The Training School quarters consist of an airy, well lighted class room equipped with specially designed desks, typewriters for practice work, and a reference collection of books, pamphlets, and bound periodicals used in required reading and exercises. This collection has been extensively added to during the past year and will be kept up to date as new material appears.

The Los Angeles Public Library with its collection of 270,000 volumes, furnishes an unusual opportunity for practice work in one of the largest open shelf libraries in the United States. Many of the problems of the small library can be studied in the well organized branches of the city system, where student apprentices are given experience in work with the public in the more personal relationship possible in small libraries.

During the year, students have a wide range of musical and dramatic events to choose from as means for self culture, and the city is also fortunate in the number and variety of its

lectures and study clubs, many of which can be attended by those students who wish to supplement their education in this way. The University of Southern California has evening courses in literature, sociology, and several other subjects.

HOURS AND LENGTH OF COURSE

Class work begins on the first Monday in October and continues through the month of June, with one week vacation at Christmas.

The hours scheduled for study and practice work are from 9 A. M. until 5 P. M., with an hour allowed for luncheon. There is no class or practice work on Saturday afternoons. Some evening study will be necessary.

ENTRANCE REQUIREMENTS

Applicants must be at least nineteen years of age and it has been found by experience that persons over thirty find it difficult, as a rule, to adjust themselves to a rigid course of technical training such as is required for library service, hence they are advised not to attempt the work unless they have had previous library experience.

A good education is essential as a foundation for library work. A high school education or its equivalent is required as a minimum and a college course is strongly advised. A knowledge of literature, history, economics, sociology and modern languages, especially French, German and Spanish, makes the best preparation for library service.

All candidates must pass an entrance examination in literature, history, current events, and general information on art, music, and modern social problems. Specimens of the questions asked will be found on page 17 of this circular.

This examination is held in the Los Angeles Public Library on the first Saturday in June, so that the successful applicants may have time for the required reading and practice in type-

writing before the school work commences in October. If accepted students drop out during the summer months, or if for other reasons it seems advisable, a second examination will be given in September. Applicants living at a distance who find it impossible to come to Los Angeles for the examination may arrange to take it in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible. Personal fitness for library work is considered in selecting students for the Training School and this can best be tested in an interview with the Librarian and the Principal. Candidates are also required to fill out an application blank and furnish references.

The typewriter is used in preparation of lessons and in the practice work. Accepted applicants must be fairly proficient in its use before the class work commences, as no instruction is given during the training course.

PROBATION

Accepted candidates are on probation during the first two months. If at the end of this time, or even later in the course, it becomes apparent that a student is not fitted for library work, he or she will be notified and asked to leave the class.

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A certificate is given to those who successfully complete the course. Students whose work has not been satisfactory but who have taken the course in full or in part, will be granted a statement of attendance signed by the Librarian and the Principal of the Training School.

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A tuition fee of $25.00 is charged to residents of Los Angeles, $15.00 being payable in October and $10.00 in January.

A fee of $40.00 is charged to non-residents, $20.00 payable in October and $20.00 in January.

As the necessary supplies and text books are furnished by the library, the incidental expenses of the course are slight. About $8.00 should be allowed for library visits, membership fees for the California Library Association, subscription to library periodicals, etc.

POSITIONS

Certified students who wish positions in the Los Angeles Public Library must pass a city civil service examination, which is a prerequisite to all municipal employment. The library does not promise to provide positions for students of the Training School. Up to the present time, however, no members of past Training Classes whose work was satisfactory have failed to obtain positions if they desired them, either in this library or elsewhere.

The library movement is keeping pace with the material development of California and it is more than probable that the demand for trained library workers will be greater than the supply for some time to come.

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Actual work in the Los Angeles Public Library and its branches forms one of the valuable features of the training course. This work is carefully supervised and is designed to give the students as practical and as varied experience as possible. An established routine is followed in each department and written reports are made to the Principal by the supervisor of the practice work after each assignment.

In order that the students may have more varied experience than can be furnished by practice in the methods of any one library, arrangements have been made with several near-by libraries to act as laboratories for student practice.

THE COURSE OF STUDY*

Bibliographical and Critical Courses

Survey of Literature. Course consists of lectures and discussion of important books in each class of the circulating collection. Closely related to Evaluation of Fiction, Book Selection, and Bibliography of Special Subjects. *Miss Darlow.* [*26 periods.*

Book Selection. The principles of book selection applied to the various classes of books, book reviewing periodicals, and other book selection aids, study of editions, and practice in the compilation of lists of best books. *Miss Haines.* [*10 periods.*

Evaluation of Fiction. The object of this course is to cultivate the ability to select the best modern fiction through a study of the principles of evaluation and also to familiarize students with certain typical books. The lectures include historical fiction, "borderland" fiction, foreign fiction in translation, the short story, etc. *Miss Haines.* [*10 periods.*

Bibliography of Special Subjects. A course of lectures by specialists on the literature of their respective subjects. Given largely by instructors in the University of Southern California. [*10 periods.*

Publishing Houses. A survey of the characteristics of the best known American and English publishers, their specialties, series, etc., with some preliminary lectures on the history of book-making. *Miss Haines.* [*8 periods.*

Trade Bibliography. Study of the development of trade bibliography with special attention to the important present day aids used in ordering books. *Miss Haines, Mrs. Brewitt.* [*5 periods.*

*The number of periods indicated for each course does not include the time allowed for exercises and study.

Book Buying and Ordering. Follows logically the courses listed above. Includes a study of the sources for book purchases, division of the book fund, and the routine of ordering. *Mrs. Brewitt.* [*5 periods.*

Reference Work. This subject covers the study of the standard works of reference, the principles of reference work, and important subject bibliographies. Exercises are given in the practical use of the books taken up in each lecture, and in the compilation of reading lists and bibliographies. *Mrs. Brewitt.* [*30 periods.*

Work with Children. Includes a survey of library work with children, history and development of children's literature, selection of children's literature, story hours and clubs, work with schools, advertising methods, equipment and administration of children's rooms. *Miss Britton.* [*20 periods.*

Public Documents. A study of the principal publications of the United States government and some state and municipal documents, with instruction and practice in their proper arrangement and reference use. A preliminary study of the organization of government departments forms the basis for this course. *Miss White.* [*10 periods.*

Periodicals. A study of the most important American and foreign periodicals, the routine work of the periodical department, including ordering, checking, filing and binding periodicals. Each student prepares an annotated list of best magazines for a small library. *Mrs. Jackson.* [*8 periods.*

Technical Courses

Cataloging. The course includes lectures and practice work in dictionary cataloging and in alphabeting. Special attention is given to study and practice in assigning subject headings. Each student prepares a sample catalog which is thoroughly indexed to bring out examples of rules. The *A. L. A. rules for*

an author and title catalogue are followed, with some modifications. Rules are mimeographed on cards for convenience in study and reference. Students are expected to become familiar with all the important aids in cataloging. *Mrs. Brewitt.* [*30 periods.*

Classification. Study of the Decimal system. An exercise in classifying selected books follows each lecture. These exercises are revised and corrections discussed in class, bringing out the principles of classification as well as the problem of the individual book. Other classification systems are briefly described, including the Cutter, the Library of Congress, and the expansion of the Decimal system made by the Institut International de Bibliographie. The study of book numbers is included in this course. *Mrs. Brewitt.* [*24 periods.*

Accession Department. This course covers the routine and mechanical processes connected with the incoming books and other accessions. Instruction is given in methods of accessioning, care of serials, mechanical preparation of books, etc. *Miss Lefler, Mrs. Brewitt.* [*6 periods.*

Shelf List and Inventory. Includes uses of the shelf list, exercises in shelf-listing, methods of taking inventory, and care of shelves. *Mrs. Brewitt.* [*3 periods.*

Binding and Repair of Books. This course includes the study of materials used in bookbinding, sewing, forwarding, finishing, specifications for library binding, mending. One or two books are bound by each student. The Training School enjoys unusual facilities for practice work in the Pacific Library Bindery, which is situated in the library building. *Mr. Reavis, Mr. Herzog.* [*7 periods.*

Miscellaneous Technical Subjects. Lessons in note taking, library hand, business forms, test exercises in typewriting, the collection and care of pamphlets, clippings and pictures. *Miss Taylor, Mrs. Brewitt.* [*6 periods.*

Administrative Courses

Lessons given under this heading are concerned with the problems included in the general management of the library.

Library Administration. Lectures on sources of library funds, relations of the librarian and staff, the library board, extension work, publicity, library reports, statistics, printing, and library buildings. *Miss Brown.* [*5 periods.*

Departmental Routine. Lectures by the principals of departments giving a survey of the work of each department. These are given during the first week in order to prepare students for practice work. [*9 periods.*

Loan Administration. Covers charging systems, rules and regulations governing the registration of borrowers and the circulation of books, and other questions dealing with the contact with the public. *Miss Kennedy, Miss Hart.* [*12 periods.*

Miscellaneous Courses

The Library Movement. Lectures on history of European libraries, history of American libraries, American library biography, great American libraries and their specialties, library periodicals. Topics related to the subject of each lecture are assigned to each student and reported on in class. *Miss Haines.* [*10 periods.*

Current Events. A single topic of current history is discussed at each of the semi-monthly meetings of the class. *Mrs. Jackson.* [*16 periods.*

Current Library Literature. The study of current library publications, with class discussion of articles appearing in them. Monthly throughout the school year. *Mrs. Brewitt.* [*8 periods.*

County Libraries. Lectures on the rural library movement, the California county library law and its operation, the special

aims, methods and technique of county library work. A visit is made to the Los Angeles County Free Library. Elective practice work in the County Library is given to those who are preparing especially for county library service. Given by members of the Los Angeles County Free Library staff, and others. [*8 periods.*

School Libraries. Lectures on special problems of school library work, aids in school library work, instruction in the use of a library. Elective practice work is offered in the city school libraries to those who are especially interested in school library work. Various lecturers. [*10 periods.*

Special Lectures. These consist of talks by visiting librarians and persons prominent in civic affairs. The number of talks and the subjects vary from year to year. [*about 15 periods.*

Original Work. Each student prepares an original bibliography or thesis, the subject to be chosen by the student. The range of subjects which deserve special study and carefully prepared lists is very large, and the aim will be toward something worthy of being printed.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature and General Information

1. Who in your estimation is the greatest novelist now writing? Give reasons for your preference and an estimate of his or her work.

2. Give author and title of

One eighteenth century novel
One sociological novel
One religious novel
One detective novel
One sea novel
One humorous novel
One American historical novel
One English historical novel
One novel of English life
One novel of Western American life
One problem novel

3. Why would you be interested in visiting any one of the following cities? In giving your reasons mention galleries, famous buildings, streets, works of art, historical and literary associations, etc.

Florence	London
Rome	Paris

4. Who wrote the following? Select fifteen and characterize as play, poem, novel, etc.

Laocoon	Childe Harold
Tristram Shandy	Peer Gynt
Bible in Spain	Rise of the Dutch Republic
Stones of Venice	Joseph Vance
Playboy of the Western World	Consuelo
The Princess	Making of an American
Imitation of Christ	Essays of Elia
Water Babies	Winning of the West
Spirit of Youth and the City Streets	Marius the Epicurean
The Sunken Bell	Cloister and the Hearth
Your United States	The Decameron
	War and Peace

Ode to a Grecian Urn

5. Write at least two pages on one of the following subjects:
   The development of the novel
   Epic poetry
   The mystery and morality plays

6. Make an outline of English literature from the time of Chaucer, giving the periods with approximate dates, and the principal writers in each.

7. What ideas do you associate with the following? Characterise in a sentence. Answer fifteen.

Kriemhild	Sistine Chapel
The Survey	Jewels of the Madonna
Parthenon	The Spanish Main
The Hundred Days	Midas
Scourge of God	St. Sophia
Dido	Minnesingers
Langue d'oc	Giotto's Campanile
The Dying Gaul	Notre Dame
Stonehenge	Harun-al-Rashid

8. (a) Who painted the following?

The Last Judgment	The Golden Staircase
Sistine Madonna	Frescoes portraying the legends of the Holy Grail
The Horse Fair	Madonna of the Chair
The Last Supper	

   (b) Name
   Two living violinists
   Four living composers of opera and the name of an opera by each
   One director of orchestra
   Two symphonies with their composers
   Two oratorios with their composers

9. Give the authors and titles of eight books which you have read within the last few years and which you could recommend to a library patron. Characterize each one very briefly.

History and Current Events

1. Discuss one of the following subjects. Write two pages or more.
   The Italian Renaissance.

The Protestant Reformation in England
The Holy Roman Empire

2. Discuss the circumstances which led to the admission of California as a state of the Union.

or,

Give a brief account of Father Junipero Serra and his part in the development of California.

3. In what wars were the following battles fought? Give countries engaged and the approximate dates.

Battle of Marathon
Battle of Hastings
Defeat of the Spanish Armada
Battle of Austerlitz
Battle of Agincourt

4. Characterize the following, giving a sentence to each, and mark those living with a star (*). Answer twenty.

Peter the Hermit	Dr. Anna Shaw
Frederic Mistral	Andrew Lang
Robespierre	William Tell
Francis of Assisi	Marshall Ney
Sir Isaac Newton	Hernando Cortes
Pestalozzi	John La Farge
Debussy	Israel Putnam
Garibaldi	John Muir
Hildebrand	Jean de Reszke
Thomas á Becket	Ella Flagg Young
Mary Antin	Raymond Poincairé
Father Marquette	Thomas Nelson Page

5. Discuss two of the following subjects:

The Reconstruction period in American history
Territorial expansion of the United States
Causes of the American Revolution

6. (a) What important legislation has been accomplished by the present Congress?

(b) What question in connection with the opening of the Panama Canal has been under discussion? Give some of the arguments on both sides and discuss President Wilson's attitude toward it.

7. Discuss the present situation in Mexico, covering the following points: (1) The civil war. (2) Relations with the United States.

8. Discuss one of the following subjects:

The Ulster rebellion
The Colorado strike

9. What is meant by the following? Answer eight briefly.

Sabotage	Nobel prize
Syndicalism	Public utilities
Housing problem	Living wage
Mothers' pensions	The Triple Alliance
Employers' liability	Popular election of senators

10. What is meant by civic betterment? Mention some of the problems with the agencies and methods of their solution.

EXCHANGE
APR 26 1917

SCHOOL OF LIBRARIANSHIP
UNIVERSITY OF CALIFORNIA
BERKELEY, CALIFORNIA

LOS ANGELES PUBLIC LIBRARY

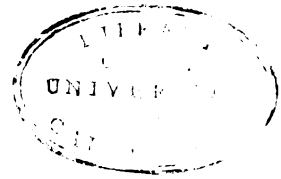
THE

Library Training School

CIRCULAR OF INFORMATION

THIRTIETH YEAR

1917-18



LOS ANGELES, CALIFORNIA
THE PUBLIC LIBRARY
1917

Riverside Library Service School—
Partial Group

Session, 1918—Riverside, California
ents and Staff

UNIV OF
CALIFORNIA

THE LIBRARY TRAINING SCHOOL IN SESSION

LOS ANGELES PUBLIC LIBRARY

THE

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LOS ANGELES, CALIFORNIA

THE PUBLIC LIBRARY

1917

FACULTY

EVERETT R. PERRY (New York State Library School) *Librarian.*

MRS. THEODORA R. BREWITT (University of Wisconsin Library School), *Principal of the Training School.* Reference work, Cataloging, Classification, and minor courses.

JASMINE BRITTON (Carnegie Library of Pittsburgh Training School for Children's Librarians) *Principal of the Juvenile Department.* Library work with children.

GERTRUDE E. DARLOW, *Principal of the Circulation Department.* Survey of literature.

HELEN E. HAINES. The library movement, Publishers, Evaluation of fiction, Trade bibliography, Book selection.

MRS. EMILIE T. JACKSON, *Principal of the Periodical Department.* Periodicals and Current events.

HELEN T. KENNEDY (University of Illinois Library School) *Principal of the Branches Department.* Loan administration.

ANNE M. MULHERON (New York State Library School) *Principal of the Order Department.* Book buying.

GRACE M. WHITE, *Principal of the Sociology Department.* Public documents.

GRACE A. HAMMOND (Los Angeles Public Library Training School) *Reviser and Assistant to the Principal.*

Lectures on various subjects are also given by the following members of the Los Angeles Public Library staff: VIRGIL F. MORSE, ELEANOR W. CARUTHERS, RUTH ANN WARING, MARY GERTRUDE HART, VAN TYNE J. SMITH, SUSANNA C. OTT, GRACE LEFLER, LORETTO CLARK, CLARA M. ROWELL, LAURA C. COOLEY, GEORGE HERZOG.

LECTURERS GIVING COURSES

ZAIDEE BROWN (New York State Library School), *Librarian, Long Beach Public Library.* Library administration.

EDITH CLARKE. *Special lecturer on U. S. Government publications.* Public documents, Bibliography, Pamphlets and clippings. (In 1916 only.)

W. ELMO REAVIS, *Manager of the Pacific Library Bindery.* Binding.

SPECIAL LECTURES DELIVERED IN 1916

JAMES TARBOTTOM ARMSTRONG. Wood block printing.

EMORY S. BOGARDUS, *University of Southern California.* Books on immigration.

MRS. BERTHA L. DICKENSON. Aids in the study of Browning.

JAMES MAIN DIXON. *University of Southern California.* Scotch literature; Bibliography of Japan.

HARRIET G. EDDY, *County library organizer, State Library, Sacramento.* California county library law.

ALLISON GAW, *University of Southern California.* Criteria for judging creative literature.

ROCKWELL DENNIS HUNT, *University of Southern California.* Literature of economics.

MARY FRANCES ISOM, *Librarian of the Portland (Oregon) Public Library.* The Portland Public Library.

FRANK JOSEPH KLINGBERG, *University of Southern California.* Books on English history.

HENRI LA FONTAINE, *Director of the International Bibliographical Institute, Brussels.* Classification of the International Bibliographical Institute.

LUCY LAY, *Librarian of the Los Angeles High School Library.* High School library administration.

ELLA MORGAN, *Librarian of the Lincoln High School Library.* History of school library movement; Aids in High School library work.

ETHEL RICHARDSON, *Los Angeles representative of the State Commission of Immigration and Housing.* The immigration problem in California.

SEWARD C. SIMONS, *Secretary, Los Angeles Municipal League.* The City charter.

MARJORIE VAN DEUSEN, *Assistant Librarian of the Los Angeles Normal School Library.* Normal school library work.

IRENE WARREN, *President of the Library Section of the N. E. A.* When the high school library comes into its own; Campaigning for better school libraries.

CLASS OF 1916-17

RUTH BURTON. Long Beach, Cal.

BERTHA W. FRANKLIN. (Los Angeles State Normal School) Los Angeles, Cal.

COSBY LOUISE GILSTRAP. (Two and a half years, University of Oregon) Alhambra, Cal.

MARGARET FLORENCE GLASSEY, A. B. (Occidental College) Eagle Rock City, Cal.

ROSALIND GREENE. Los Angeles, Cal.

GLADYS HANNA, A. B. (Leland Stanford Junior University) Long Beach, Cal.

GRACE MARVEL LAWRENCE. (One year Los Angeles Junior College) Inglewood, Cal.

MARGARET ELLEN LIVINGSTON. (Two years, special student, Carleton College; Minnesota Free Library Commission Summer School; five years, assistant, Carleton College Library) Northfield, Minn.

ARNIE MCPHERRON, A. B. (Leland Stanford Junior University) Los Angeles, Cal.

MARGARET ELIZABETH NEWMAN, A. B. (Leland Stanford Junior University) Bakersfield, Cal.

HELEN GLADYS PERCEY. (One year Leland Stanford Junior University) Los Angeles, Cal.

MABEL BLANCHE SHEARER. (Iowa Free Library Commission Summer School; five years, assistant, Marshalltown Public Library) Marshalltown, Iowa.

MARIE ELINOR TAYLOR. Pasadena, Cal.

ESTHER WROTTENBERG. San Diego, Cal.

GENERAL STATEMENT

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Since many more candidates than can be accommodated take the examination each year, only those are accepted who, in addition to passing the examination, seem to possess the best educational and personal qualifications for library work. This is tested in an interview with the Librarian and the Principal and through careful investigation of references.

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Candidates who have passed the entrance examination are required to furnish a certificate of health from a physician or practitioner before entering the School.

Accepted applicants who have not had experience in library work are advised to spend a month at least, in some well organized library, before entering the School. Applicants who wish to do so may get this preliminary practice in the Los Angeles Public Library.

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THE COURSE OF STUDY*

Technical Courses

Book buying and ordering. Includes a study of the various sources from which books may be obtained and the conditions under which each source should be used, division of the book fund, discounts, importation, methods of transportation, and routine of ordering and receiving new books. *Miss Mulheron.* [*6 periods.*

Accession work. Mechanical processes for new books, methods of accessioning (book, bill, requisition, etc.) Exercises in book and bill accession methods. *Mrs. Brewitt, Miss Lefler.* [*6 periods.*

Classification. Study of the Decimal system. An exercise in classifying selected books follows each lecture, with later revision, correction, and discussion. Other classification systems are briefly described, including the Cutter, Library of Congress, and the Institut International de Bibliographie. Study of book numbers is included in this course. *Mrs. Brewitt.* [*24 periods.*

Shelf-listing and inventory. Use of the shelf list, shelf list records, methods of taking inventory, and care of shelves. Exercises in shelf listing are given. *Mrs. Brewitt.* [*3 periods.*

Cataloging. Course includes lectures, recitations and practice work in dictionary cataloging and alphabetizing. Subject headings taught as a parallel course with the later lessons. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. All exercises are revised from sample cards and corrections discussed in class. Corrected exercises are converted into sample dictionary catalogs which are indexed to bring out examples of rules. The A. L. A. rules mimeographed on cards for convenience in study and reference are followed with minor modifications. *Mrs. Brewitt.* [*34 periods.*

Departmental routine. Lectures by principals of departments given during the first week of school in order to give students a connected idea of the work of the library, and to prepare them for practice work. [*9 periods.*

*The number of periods indicated for each course does not include time allowed for exercises and study.

Loan administration. Charging systems, rules and regulations governing the registration of borrowers and circulation of books, and other subjects dealing with the relations of the library to its patrons. *Miss Kennedy, Miss Hart.* [*12 periods.*

Library administration. Sources of library funds, handling library funds, relations of the librarian and the staff, the library board, extension work, publicity, library reports, statistics, printing, and library buildings. *Miss Brown.* [*6 periods.*

Binding and repair of books. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, re-inforcing, mending. Processes are demonstrated in the bindery and each student binds a book. *Mr. Reavis.* [*7 periods.*

Miscellaneous technical subjects. Note taking, library hand, typewriting, business forms, collection and care of pamphlets, clippings and pictures. *Mrs. Brewitt.* [*7 periods.*

Bibliographical Courses

Survey of literature. Lectures and discussion of important books in Philosophy, Religion, Literature, Travel, Biography, and History; supplemented by lectures given by the principals of the Art and Music, Industrial, and Sociology departments, on the books in their collections. This course in appreciation and use of books is supplemented by *Book selection. Miss Darlow.* [*30 periods.*

Book selection. Principles, aids and guides in book selection. Includes discussion of the best books in each class, study of editions and series, exercises in compiling selected lists. *Miss Haines.* [*11 periods.*

Survey and analysis of modern fiction (in English.) Principles, aids and guides in selection, characteristics and examples of modern fiction, historical fiction, foreign fiction in translation, "borderland" fiction, short stories, fiction of the current year. *Miss Haines.* [*10 periods.*

Reference work. Principles of reference work, study of standard reference books with exercises in their use. Special stress is laid on the use of all possible sources in reference work. Includes lectures on bibliography with practice in compiling reading lists. *Mrs. Brewitt.* [*32 periods.*

Children's literature and work with children. History and development of children's literature, selection of books for children, equipment and administration of children's rooms, story hour, clubs, work with schools. *Miss Britton.* [*20 periods.*

History of books and printing. Early ages of book history, the printing era, early printed books. *Miss Haines.* [*3 periods.*

Publishing houses, American and English. Historical development of publishing, history and characteristics of leading American and English publishing houses, their standards, specialties, and series; special publishers, what librarians should know about publishers. *Miss Haines.* [*8 periods.*

Book-trade bibliography. Historical development, national book-trade bibliographies of Europe; English and American book-trade bibliography, general, national and special; related bibliographical aids, important catalogs and special bibliographies. *Miss Haines.* [*5 periods.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications, indexes, methods of acquisition, and arrangement. Includes also the study of state and city documents. Cataloging methods are included in the course in cataloging. *Miss White.* [*10 periods.*

Periodicals. Principles of selection for libraries; characteristics of the principal American and a few foreign periodicals; methods of ordering, checking, filing, and binding. Each student prepares an annotated list of the best magazines for a small library. *Mrs. Jackson.* [*8 periods.*

Bibliography of special subjects. Lectures by specialists on the literature of their respective subjects which supplement the courses in *Book selection and Survey of literature.* Many of these are given by instructors in the University of Southern California. Lecturers and subjects vary. [*about 10 periods.*

Miscellaneous Courses

History of the library movement. History of European libraries, early and present; American library movement; development and survey of library associations and library periodicals; great American libraries and their specialties; American library biography. Assigned reading and special reports on each topic. *Miss Haines.* [*10 periods.*

County libraries. Development of county library extension; California system, the law, aims, and methods. Lectures are given in the Los Angeles County Free Library, with exposition of records and equipment. Practice work in the County Library is assigned to students who are especially interested in the work. *Miss Jones.* [*6 periods.*

School libraries. Development of high school and elementary school library work, methods and aids in school library work. Elective practice work will be given in the Los Angeles school libraries to students desiring to prepare for school library work. Lectures by school librarians and specialists in school library work. [*10 periods.*

Current events. Semi-monthly round table conducted by the Principal of the Periodical Department in order to stimulate an interest in a wide variety of current activities and events as well as to give practice in the use of periodicals. *Mrs. Jackson.* [*16 periods.*

Current library literature. Monthly discussion of articles appearing in the library periodicals and of events in the library world, conducted by the Principal. *Mrs. Brewitt.* [*8 periods.*

Original work. Each student is required to prepare a final bibliography or a thesis on some phase of library work. Subjects are selected on the basis of the student's special interest, considering also the practical value of the bibliography or thesis when completed.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature and General Information

1. Who in your estimation is the greatest novelist now writing? Give reasons for your preference and an estimate of his or her work.

2. Give author and title for eight of the following:

One eighteenth century novel
One sociological novel
One religious novel
One detective novel
One sea novel
One humorous novel
One American historical novel
One English historical novel
One novel of English life
One novel of Western American life
One problem novel

3. Why would you be interested in visiting any one of the following cities? In giving your reasons mention galleries, famous buildings, streets, works of art, historical and literary associations, etc.

Florence	London
Rome	Paris

4. Who wrote the following? Select fifteen and characterise as play, poem, novel, etc.

Laocoon	Childe Harold
Tristram Shandy	Peer Gynt
Bible in Spain	Rise of the Dutch Republic
Stones of Venice	Joseph Vance
Playboy of the Western World	Consuelo
The Princess	Making of an American
Imitation of Christ	Essays of Elia
Water Babies	Winning of the West
Spirit of Youth and the City Streets	Marius the Epicurean
The Sunken Bell	Cloister and the Hearth
Your United States	The Decameron
	War and Peace

Ode to a Grecian Urn

5. Write at least two pages on one of the following subjects:
   The development of the novel
   Epic poetry.
   The mystery and morality plays

6. What ideas do you associate with the following? Characterise in a sentence. Answer fifteen.

Kriemhild	Sistine Chapel
The survey	Jewels of the Madonna
Parthenon	The Spanish Main
The Hundred Days	Midas
Scourge of God	St. Sophia
Dido	Minnesingers
Langue d'oc	Giotto's Campanile
The Dying Gaul	Notre Dame
Stonehenge	Harun-al-Rashid

7. (a) Who painted the following?

The Last Judgement	The Golden Staircase
Sistine Madonna	Frescoes portraying the legends of the Holy Grail
The Horse Fair	
The Last Supper	Madonna of the Chair

(b) Name

Two living violinists
One living composer of opera
One director of orchestra
Two symphonies.
Two oratorios

8. Give the authors and titles of eight books which you have read within the last few years and which you could recommend to a library patron. Characterise each one very briefly.

History and Current Events

1. Discuss one of the following subjects. Write two pages or more.
   The Italian Renaissance.

The Protestant Reformation in England
The Holy Roman Empire

2. Discuss the circumstances which led to the admission of California as a state of the Union.

or,

Give a brief account of Father Junipero Serra and his part in the development of California.

3. In what wars were the following battles fought? Give countries engaged and the approximate dates.

Battle of Marathon
Battle of Hastings
Defeat of the Spanish Armada
Battle of Austerlitz
Battle of Agincourt

4. Characterise the following, giving a sentence to each, and mark those living with a star (*). Answer twenty.

Peter the Hermit	Dr. Anna Shaw
Frederic Mistral	Andrew Lang
Robespierre	William Tell
Francis of Assisi	Marshall Ney
Sir Isaac Newton	Hernando Cortes
Pestalozzi	John La Farge
Debussy	Israel Putnam
Garibaldi	John Muir
Hilebrand	Jean de Reszke
Thomas á Becket	Ella Flagg Young
Mary Antin	Raymond Poincairé
Father Marquette	Thomas Nelson Page

5. Discuss two of the following subjects:

The Reconstruction period in American history
Territorial expansion of the United States
Causes of the American Revolution

6. (a) What important legislation has been accomplished by the present Congress?

(b) What question in connection with the opening of the Panama Canal has been under discussion? Give some of the arguments on both sides and discuss President Wilson's attitude toward it.

7. Discuss the present situation in Mexico, covering the following points: (1) The civil war. (2) Relations with the United States.

8. What is meant by the following? Answer eight briefly.

Sabotage	Nobel prize
Syndicalism	Public utilities
Housing problem	Living wage
Mothers' pensions	The Triple Alliance
Employers' liability	Popular election of senators

9. What is meant by civic betterment? Mention some of the problems with the agencies and methods of their solution.

UNIVERSIT
BERKELI

LIBRARY
OF THE
UNIVERSITY
OF
CALIFORNIA

LIBRARY SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

1918-1919

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1918

LOS ANGELES PUBLIC LIBRARY

BOARD OF LIBRARY DIRECTORS

ORRA E. MONNETTE - - - President

HERMAN C. KAESTNER - First Vice-President

MRS. FRANCES M. CARLTON-HARMON
Second Vice-President

FRANK HERVEY PETTINGELL

REV. FRANCIS J. CONATY

UNIV. OF

VIEW OF THE CLASS ROOM

THE
LIBRARY SCHOOL
OF THE
LOS ANGELES PUBLIC LIBRARY

(Member Association of American Library Schools)

Established in 1891 as
Training Class of Los Angeles Public Library
Conducted as
Library School for General Professional Training
Since 1914

Festina lente

CIRCULAR OF INFORMATION
1918-1919

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1918

CALENDAR, 1918-19

1918

October 7. School opens.
November 18-23. Week of practical work.
November 28. Thanksgiving day.
December 23. Christmas recess begins.

1919

January 2. Instruction begins.
January 27 - February 1. Week of practical work.
February 22. Washington's birthday.
March 17-22. Week of practical work.
April 21-26. Open courses.
April 28 - May 3. Week of library visits.
May 26-31. Final examinations.
May 30. Memorial day.
June 2-28. Month of practical work.
June 7. Entrance examinations for Library School, 1919-20.
June 21. Efficiency tests for Summer or Junior Attendants' course, 1919.
July 1 - August 30. Summer or Junior Attendants' course.

CALENDAR, 1919-20

1919

October 6. School opens.
November 17-22. Week of practical work.
November 27. Thanksgiving day.
December 22. Christmas recess begins.

1920

January 5. Instruction begins.
Januray 26-31. Week of practical work.
February 22. Washington's birthday.
March 15-20. Week of practical work.
April 19-24. Open courses.
April 26 - May 1. Week of library visits.
May 24-29. Final examinations.
June 1-30. Month of practical work.
June 5. Entrance examination for Library School, 1920-21.
June 19. Efficiency tests for Summer or Junior Attendants' course, 1920.
July 1 - August 30. Summer or Junior Attendants' course.

LIBRARY SCHOOL COMMITTEE

MRS. FRANCES M. CARLTON-HARMON, *Director, Los Angeles Public Library.*

FRANK H. PETTINGELL, *Director, Los Angeles Public Library.*

EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A.B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

FACULTY

MARION L. HORTON, A. B., B. L. S., *Acting Principal.* (A. B., Stanford University, 1911; B. L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger und classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-.) Classification, High School libraries, Subject bibliography, Current library topics.

HELEN E. HAINES, *Instructor.* (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor in charge American Catalogue, 1890-95; Assistant Editor and Compiler Bibliography of State Publications and Annual Literary Index; Instructor, Los Angeles Library School, 1914-.) Book selection and Evaluation of fiction; Trade bibliography; Publishers; History of books and printing; Library movement; Reference.

ARRINGTON MCPHERRON LEAF, A. B., *Instructor.* (A. B., Stanford University, 1914; Assistant, English department, Stanford University, 1914; State Normal School, Los Angeles, 1915; Los Angeles Library School, 1917; Assistant, Hollywood Branch and Juvenile Department, Los Angeles Public Library, 1917-18; Instructor, Los Angeles Public Library, 1918-.) Cataloging, Reference, Subject headings, Shelf-listing, Accession work.

ELIZABETH WILLIAMS, *Reviser.* (Hollywood Junior College, 1917; Los Angeles Library School, 1918; Reviser and Assistant to the Principal, Los Angeles Library School, 1918-.)

INSTRUCTORS GIVING FULL COURSES

MRS. THEODORA R. BREWITT, *Librarian, Alhambra Public Library.* (University of Wisconsin Library School, 1907-08; Reviser, University of Wisconsin Library School and Field Worker for the Wisconsin Free Library Commission, 1908-09; Instructor University of Wisconsin Library School and Field Worker for the Wisconsin Free Library Commission, 1909-10; Librarian and Instructor in Library Methods, State Normal School, Lewiston, Idaho, 1910-13; Instructor in Cataloging, Riverside Library Service Summer School, 1914; Director, University of California Summer Session in Library Methods, 1917; Principal, Los Angeles Public Library Training School, 1913-18.) Special reference work.

JASMINE BRITTON, A. B., *Principal of the Juvenile Department.* (A. B., Smith College, 1907; Carnegie Library of Pittsburgh Training School for Children's Librarians, 1909-10; Assistant, Carnegie Library of Pittsburgh, 1910; Children's Librarian, Spokane Public Library, 1910-14; Principal of the Juvenile Department, Los Angeles Public Library, 1914-.) Library work with children.

ZAIDEE BROWN, A. B., *Librarian, Long Beach Public Library.* (A. B., Stanford University, 1898; New York State Library School, 1901-03; Librarian, St. Agnes School Library, Albany, 1901-03; Classifier and cataloger, Brookline Public Library, 1903-05; Assistant librarian, Brookline Public Library, 1905-08; Instructor, Simmons College Summer Course in Library Science, 1907; Library organizer, New York State Library, 1908-10; Agent, Massachusetts Free Public Library Commission, 1910-14; Librarian, Long Beach Public Library, 1914-.) Administration.

GERTRUDE E. DARLOW, *Principal of the Department of Literary Advancement.* (Los Angeles Public Library Training Class, 1893; Assistant, Los Angeles Public Library, 1892-1904; Principal of the Circulation Department, 1904-17; Principal of the Department of Literary Advancement, 1917-.) Recent literature.

JEANNETTE M. DRAKE, B. L. S., *Principal of the Circulation Department.* (University of Illinois Library School, 1903; Library organizer, Wisconsin Free Library Commission, 1903-05; Librarian, Public Library, Jacksonville, Ill., 1905-08; Instructor, University of Wisconsin Library School, 1908-10; Librarian, Public Library, Sioux City, Iowa, 1910-17; Principal of the Circulation Department, Los Angeles Public Library, 1917-.) Administration, Current events.

FRANCES R. FOOTE, *Principal of the Registration Department.* (Los Angeles Public Library Training Class, 1904; Cataloger, Pomona College Library, 1904-05; Acting librarian, Pomona College library, 1905-07; Librarian, Occidental College Library, 1907-11; Branch librarian, Washington Branch, Los Angeles Public Library, 1911-14; Arroyo Seco Branch, 1914-17; Principal of the Registration Department, 1917-.) Registration.

BLANCHE HERZOG, *Principal of the Order Department.* (Superior State Normal School, 1898; Instructor, Superior Public Schools, 1902-06; Assistant, Superior Public Library, 1907; Juvenile librarian, Superior State Normal School 1909-12; Librarian and Instructor in Library Science, Superior State Normal Summer School, 1910-11; Assistant, Los Angeles Public Library, 1913-13; Branch librarian, 1913-18; Principal of the Order Department, 1918-.) Bookbuying.

MRS. EMILIE T. JACKSON, *Principal of the Periodical Department.* (Los Angeles Public Library Training Class, 1900; Assistant, Los Angeles Public Library, 1900-07; Principal of the Periodical Department, 1907-). Periodicals.

HELEN T. KENNEDY, B. L. S., *Principal of the Branches Department.* (University of Illinois Library School, 1903; Jacksonville, Ill. Public Library, 1903-05; Librarian, Kewanee, Ill. Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal of the Branches Department, 1912-). Loan administration.

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-93; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-). Bookbinding.

GRACE M. WHITE, *Principal of the Sociology Department.* (Los Angeles Public Library Training Class, 1901; Assistant, Los Angeles Public Library, 1901-07; Principal of the Sociology Department, 1907-). Government documents.

Lectures on various subjects are also given by the following members of the Los Angeles Public Library staff: ELIZABETH BOYNTON, ELEANOR W. CARUTHERS, LORETTO CLARK, FANNIE DORMAN, GEORGE HERZOG, FLORENCE M. KRAUSE, GRACE LEFLER, SUSANNA C. OTT, VAN TYNE SMITH, RUTH ANN WARING.

THE LIBRARY SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded, until the admission, in July, 1918, of the Library School of the Los Angeles Public Library to membership in the Association of American Library Schools, marks its professional acceptance as an accredited library school of recognized standing.

There is a wide and rapidly growing field for the service which the Library School of the Los Angeles Public Library is equipped to render. Bureau of Education statistics concerning libraries show that the increase in free book service through city, town and county libraries has been of recent years much greater in the western states than in any other section of the country. With this increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and a consequently greater demand for library workers possessing definite technical qualifications.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school on account of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County 100 public, school and society libraries, exclusive of the branches of the county and city systems. Of this number, 35 contain over 5000 volumes, and three rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 200 branches and nearly 150,000 volumes; the Los Angeles Public Library, with 150 distributing agencies and 335,000 volumes; and the Los Angeles City School Library, with 165,000 volumes, including all the supplementary text books used in the elementary schools. Of the total number of libraries in Los Angeles County, 21 are free public libraries, 53 are school libraries, and 26 are special libraries serving various societies or institutions. Notable among the latter class are the Barlow Medical Library of Los Angeles, and the Mount Wilson Solar Observatory Library of Pasadena. School libraries are numerous and extensive, and represent all varying types, from the elementary school libraries of Los Angeles and Pasadena, each serving an entire public school system, to the library of the Los Angeles Normal School, in an attractive building of its own, and those of the University of Southern California, and of Pomona and Occidental Colleges. There are eight high school libraries, well equipped and administered, in Los Angeles alone, and high school library development elsewhere has reached a high standard of effectiveness.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusement, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

A Symphony orchestra giving monthly concerts.

Three Philharmonic series, including, during the winter season, over twenty concerts by famous musicians.

Two choral societies giving regular concerts during the season.

Lecture courses under the auspices of the Los Angeles Teachers' Club and kindred organizations.

A Woman's City Club, with weekly noon meetings, where local and national problems are presented.

Two large women's clubs, whose section meetings are open to visitors.

An active Drama League with evening meetings.

A Story Tellers' League, which meets in the library.

The Southwest Museum, illustrating in its collections the early Spanish and Indian history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountains combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, reaching out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library, in which the school is quartered, occupies four upper floors in a ten-story office building in the heart of the city. In arrangement and equipment it represents intensive library planning of a most effective kind, serving both as the administrative headquarters of the entire system and as center for an immense volume of public use, in circulation, reference, specialized study, general reading, and use by children. Among the distributing agencies of the system are eight Carnegie branch buildings, six built within the last six years; smaller branches in rented quarters; playground collections; and deposit stations of many kinds, so that students are able, in supervised practical work, to become familiar with details of small-library equipment and management as well as with the problems of a large city library system.

SCHOOL QUARTERS

The Library School occupies a class room and a faculty room on the tenth floor of the building in which the central library is quartered. Windows fill two walls of the class room, providing light and air in abundance. From the entrance corridor, the roof is accessible, and is used by the students for five-minute promenades between the fifty-five-minute lecture periods. A typewriting room, with shelves for additions to the Library School bibliographical collection, and locker facilities are provided on the ninth floor. School room equipment includes individual

desks, eight typewriters for practice work, and an extensive reference collection of books, pamphlets, periodicals and reference material used in the class work. In its files of library publications and reports, and in bibliographical and library economy material, this collection is already fairly complete for recent years. It is carefully kept up to date for current material, and constant effort made to extend and round it out, so that it may be developed into a strong permanent reference collection, illustrating all phases of library activity.

ENTRANCE REQUIREMENTS

Age. Applicants must be over twenty and under thirty-five years of age, except in the case of persons who have had considerable previous library experience or other special qualifications.

Education. As a good education is an essential foundation for library work, no applicants are accepted who have not had at least four years of High School or its equivalent, and a college course is strongly advised. A knowledge of literature, history, economics, sociology and modern languages, especially French, German and Spanish, makes the best preparation for library work.

Entrance Examination. All candidates who are not college graduates must pass an entrance examination in literature, history, current events, and general information, and in sight translation of one modern language, which may be French, German or Spanish, as preferred. Specimens of the questions asked will be found on page 16 of this circular. This examination is held in the Los Angeles Public Library on the first Saturday in June, so that successful applicants may have time for the required reading and typewriting practice before school opens in October. If it seems advisable, a second examination will be given in September, for later applicants. Applicants living at a distance, who find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible.

College Graduates. Graduates of accepted colleges are not required to take the entrance examination, but are subject to all other requirements for admission to the school.

Personal Fitness and Scholarship. Since many more candidates apply each year than can be received, only those are accepted who seem to possess the best educational and personal qualifications for library work. These qualifications are tested in an interview with the Librarian and Principal, or with some designated person in case of applicants who are unable to come to Los Angeles, and through careful investigation of references.

Typewriting. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

Health. Good health is essential for success in library work, as in most other vocations. Each candidate is required to furnish a certificate of health signed by a physician or authorized practitioner before entering the school.

Practical Work. Accepted applicants who have not had library experience are requested to spend at least two weeks in some well organ-

ized library before entering the school. Applicants who wish to do so may take this preliminary practice in the Los Angeles Public Library.

Probation. Accepted candidates are on probation during the first two months of school. At the end of this time, if it becomes apparent that a student is not fitted for library work, that student will be notified and asked to leave the school. Although it is generally possible to know at the end of two months if students are not able to do satisfactory work, the school reserves the right to make this decision at any time during the school year.

TUITION AND EXPENSES

The fee for tuition is $75 to all residents of Los Angeles County; for other students the fee is $100. Tuition is payable in two instalments, one on the opening of school, and the other on the first of February. Graduates who accept positions on the staff of the Los Angeles Public Library will be refunded $25 of the tuition fee at the end of the first year and $25 at the end of the second year.

A registration fee of $5, which will be applied on the first instalment of tuition, must be paid by the candidate when accepted for admission to the school. In case of withdrawal, this fee will be retained to cover expenses of correspondence, etc.

Students' expenses for books, stationery and other supplies should not exceed $25; a few of the text books may be loaned to students, if desired. An allowance of $25 must be made for library visiting trips, which include Santa Barbara, San Diego and other cities near Los Angeles.

A satisfactory room with breakfasts and dinners may be procured for from $30 to $40 a month. The Principal will furnish addresses and information upon request.

POSITIONS

The school does not promise to provide positions for its graduates. Up to the present, however, graduates have had no difficulty in obtaining positions within a short time. In fact, the demand for trained library workers has been greater than the supply, and in view of the rapid development of libraries in the Southwest, it is probable that this will be true for some years to come. Beginning salaries range from $65 to $75 a month.

As the number of students is limited, only those should apply who intend to enter library work immediately after graduation. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer following graduation. This substitute work is paid for at the rate of $65 a month.

Graduates who wish positions in the Los Angeles Public Library must pass a city civil service examination which is a prerequisite to all municipal employment. Students receive no compensation during the school year except for occasional substitute work.

A list of students of the former Library Training Class and present Library School, from 1892 to 1918, who are now in library work, will be found on page 19, with indication of positions now held.

UNIVERSITY CREDITS

Credit toward graduation has been granted to students who complete the course in the Los Angeles Library School by several universities, which recognize the year's work in the school as an equivalent of study toward the degree of Bachelor of Arts in these institutions.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—the knowledge and use of books in daily life. In the outline, it should be noted that "period" refers to fifty-five-minute lectures or seminar periods. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

TECHNICAL COURSES

Book buying and ordering. Includes a study of the various sources from which books may be obtained and the conditions under which each source should be used, division of the book fund, discounts, importation, methods of transportation, and routine of ordering and receiving new books. *Miss Herzog.* [*6 periods.*

Accession. Includes the study of different methods of accessioning books, records for serial publications, withdrawals, etc. The routine of adding books to the library, including mechanical processes, is summarized here. *Mrs. Leaf, Miss Lefler.* *6 periods.*

Classification. Study of the Decimal system. Exercises in classifying selected books follow lectures. Lectures are given on other classification systems, including the Cutter, Library of Congress and the Institut International de Bibliographie. The importance of adapting classification to the need of special localities and types of libraries is emphasized through the discussion of specific books. Methods of simplification, especially in biography and literature, are taughtt. The study of Book numbers is included in this course. *Miss Horton.* [*30 periods.*

Shelf-listing and inventory. Use of the shelf-list, shelf-list records, methods of taking inventory, and care of shelves. Exercises in shelf-listing are given. *Mrs. Leaf.* [*3 periods.*

Cataloging. The course includes lectures, recitations and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. All exercises are revised from sample cards, and corrections discussed in class. Corrected exercises are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules mimeographed on cards for convenience in study and reference are followed with minor modifications. *Mrs. Leaf.* [*40 periods.*

Subject headings. Study of the principles involved in the selection of subject headings for a dictionary catalog, including analyticals, cross references, etc., illustrated by exercises following lectures. The A. L. A. subject headings is checked by each student. *Mrs. Leaf.* *20 periods.*

Binding and Repair.

a. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are three hours and include lectures, demonstration, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.* [*7 periods.*

b. Mechanical processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. *Mr. Herzog.* [*5 periods.*

Minor technical subjects. Note-taking, collection and care of pamphlets, clippings and pictures, etc., are covered in single lectures, tests and practical demonstrations. *Various lecturers.* [*7 periods.*

Departmental routine. Lectures by principals of departments of the Los Angeles Public Library are given during the first week of school in order to present a connected survey of the work of the library and to prepare students for practical work. *9 periods.*

BIBLIOGRAPHICAL COURSES

Book selection. Designed to familiarize, so far as possible, with books and writers, their scope, qualities and respective values, in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in Biography, History, Travel, Sociology and Religion; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use. *Miss Haines.* [*23 periods.*

b. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year. *Miss Haines.* [*10 periods.*

c. Systematic study and checking of *Publishers' Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with comparative study and discussion of *Booklist* and *Book Review Digest. Miss Haines.* [*About 15 periods.*

Recent literature. Review and discussion of books in Literature (especially Modern poetry, Drama and Essays); Fine arts; Science and Industrial arts. *Miss Darlow, Miss Caruthers, Miss Krause.* [*20 periods.*

History of books and printing. Early ages of book history, the printing era, early printed books. *Miss Haines.* [*3 periods.*

Publishing houses, chiefly American and English. Historical development of publishing; history and characteristics of leading American and English publishing houses, their standards, specialties and series; specialized publishers; book-trade knowledge of value in selection and buying for libraries. *Miss Haines.* [*10 periods.*

Book-trade bibliography. Historical development, national book-trade bibliographies of Europe; English and American book-trade bibliography, general, national and special; related bibliographical aids, important catalogs and special bibliographies. *Miss Haines.* [*6 periods.*

Bibliography. Study of most important subject bibliographies, with practice in making reading lists and an original bibliography, assigned to give

a working knowledge of the bibliographical aids useful in general library work. *Miss Horton.* [*12 periods.*

Theses and bibliographies. Each student is required to spend a minimum of fifty hours in preparing a final bibliography or thesis on some phase of library work. These must be submitted and accepted before the certificate of graduation is given. Subjects are chosen with a view to their practical value. *Miss Horton.*

Reference work. Principles of reference work and the selection and use of standard reference books. Exercises involving actual problems in the use of books follow each lecture, and the results are discussed in class. Problems are given in the comparison of books on the same subject and in selection of reference works for different size libraries. *Mrs. Leaf, Miss Haines, Mrs. Brewitt.* [*45 periods.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications, indexes, methods of acquisition and arrangement. Includes also the study of state and city documents. Cataloging methods are included in the course in cataloging. *Miss White.* [*10 periods.*

Periodicals. Principles of selection, with exercises in selection for different size libraries, characteristics of the principal American, English and a few foreign periodicals. Methods of ordering, checking, filing and binding. *Mrs. Jackson.* [*8 periods.*

Current library topics. Class discussions of library problems based on articles appearing in the reports and bulletins of libraries and in American and English periodicals. *Miss Horton.* [*16 periods.*

Current events. Round table devoted to the review of important current activities and events, designed to give practice in the use of periodicals and to develop judgment of the value of the material presentd. *Miss Drake.* [*10 periods.*

ADMINISTRATIVE COURSES

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, the functions of the library board, extension work, publicity, reports, statistics, printing and business methods. *Mr. Perry, Miss Brown, Miss Drake, Miss Kennedy.* [*17 periods.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. *Miss Kennedy.* [*6 periods.*

Registration. Lectures and problems designed to show methods of registering new and old borrowers, conditions under which cards are issued, deposits, dues, lost books, overdues and other subjects involved in the work of the registration desk. *Miss Foote.* [*8 periods.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books within the library and other subjects connected with book circulation. *Miss Kennedy.* [*8 peridos.*

History of the library movement. History of European libraries, early and present; American library movement; library associations and library periodicals; great American libraries and their specialties; Ameri-

can library biography. Assigned reading and special reports on each topic. *Miss Haines.* *10 periods.*

The library and public affairs. A series of lectures by different instructors and special lecturers designed to bring out the relation of the library to community life. Includes talks on social betterment agencies, municipal and government activities and problems, methods of working with local organizations, neighborhood survey, etc. [*15 periods.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student, and results are reported in class.

SPECIAL COURSES

Children's literature and library work with children. Lectures with practice work on the history of children's books, selection of books for children, equipment and administration of children's rooms, story hour, clubs, work with schools, etc. Ten of the thirty lessons are on special administrative problems and are elective. Those desiring to specialize in work with children will be given opportunity for extra practical work in the juvenile departments of the main library and branches under trained children's librarians. *Miss Britton.* [*30 periods.*

County libraries. Development of county library extension; California system, the law, aims and methods. Lectures are given in the Los Angeles County Free Library, with exposition of records and equipment. Practice work in the County Library is assigned to students who are especially interested in the work. *Miss Mary L. Jones.* [*10 periods.*

School libraries. A survey of the school library movement, with special emphasis on work in high schools. Five lectures are required of all students; the remaining ten are devoted to special phases of administration, with problems and required reading, and may be elected by members of the class who are college graduates and who wish to specialize in school library work. As a supplement to the lectures, these students will be given special practical work in high school libraries. *Miss Horton.* *15 periods.*

PRACTICAL WORK

The month of June and three other periods of a week each during the winter are devoted to supervised practical work in the Los Angeles Public Library and its branches. A few students are also assigned to the local high schools and to the Los Angeles County Free Library. Experience is gained both in technical routine and in work with the public. Discussions of problems met follow each laboratory period. This work serves not only to test the ability of students when confronted with actual conditions, but also makes clear much of the class work.

[*About 282 hours.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and lectures vary from year to year. See list on page 14. [*About 20 periods.*

OPEN COURSES

One week in the spring is devoted to lectures on less technical subjects connected with library work. These are an integral part of the year's course, but selected and brought together at this time. They are given to the students, as in the usual course of study, but are also open to members of the Los Angeles Public Library staff and to persons in other libraries interested in special phases of library work. Some of the topics discussed in the open courses of 1917-18 were Publicity, The right book for each reader, War as reflected in literature, Care and collection of free material, Library work with schools, Foreign fiction in English translation. The fee for the lectures, round-table discussions and special library visits arranged for the week is $5. Anyone engaged in library work may register.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of July and August. Lectures, problems and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, circulation and registration departments and to the branches for supervised practical work.

Candidates for this course should be high school graduates between eighteen and twenty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work on the third Saturday in June. The tuition fee for the course is twenty-five dollars. Ten dollars of this will be refunded at the end of one year to those who complete the course and enter the service of the Los Angeles Public Library.

LOCAL LECTURERS, 1917-18

FRANCES M. CARLTON-HARMON, *Library Publicity Director for California, U. S. Food Administration; State Council of Defense.* The library and food conservation.

MABEL RAINSFORD HAINES, *Fatherless Children of France, Los Angeles.* The library's relation to social betterment.

HARRIETTE G. MACKEY, *Dean of Women, University of Southern California.* The development of forms of literature.

C. C. PARKER, *Parker's Bookstore, Member of the Los Angeles Board of Education.* Younger publishing firms.

CARL S. PATTON, *Minister, First Congregational Church, Los Angeles.* Religious books for public libraries.

ALBERT READ, *Fowler Brothers Bookstore.* University presses of England and America.

KATHARINE WOODHEAD, *Secretary, International Institute (Y. W. C. A.)* The foreign problem in Los Angeles.

VISITING LECTURERS, 1917-18

ARTHUR ELMORE BOSTWICK, *Librarian, St. Louis Public Library.* Some lost arts of librarianship.

HARRIET G. EDDY, *County Library Organizer, California State Library.* The county library system. Two lectures.

ADELAIDE R. HASSE, *Chief, Documents Division, New York Public Library.* First principles in classifying documents.

SARAH M. JACOBUS, *Librarian, Pomona Public Library.* Cues from business men.

ALICE MOORE, *State secretary, Y. W. C. A.* Girls' clubs.

ELIZABETH C. RIDDELL, *Elementary School Librarian, Long Beach.* Children's clubs in the library.

CHARLES E. ST. JOHN, *Research Division, Mount Wilson Solar Observatory.* Work and publications of research institutions in the United States.

LUTIE E. STEARNS, *Lecturer.* The library as a social factor in the community. The rise and fall of the modern magazine.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School and of the library profession in California. The officers elected to serve in 1918-19 are Mrs. Emilie T. Jackson, president; Eloise Carwyle, vice-president; Van Tyne Smith, secretary; Cosby Gilstrap, treasurer.

CLASS OF 1917-18

MARGUERITE CAMERON, A. B. (University of Utah) Evanston, Wyoming.

DOROTHY DOBBINGS. (Two years, Leland Stanford Junior University) Soldiers' Home, Cal.

LOUISE WILBUR EMMONS. (One year, Oregon Agricultural College) Los Angeles, Cal.

GERALDINE GRAHAM. (One year, Colusa County Free Library) Colusa, Cal.

MARION LOUISE GREGORY. (Two years, Pomona College) Whittier, Cal.

FRANK HELM HOUT. (One year, Oregon Agricultural College; two years, Oregon Agricultural College Library) Corvallis, Oregon.

GENEVIEVE KELLY, A. B. (University of California) San Diego, Cal.

GLADYS JULIA KNOWLTON, A. B. (Leland Stanford Junior University) Pasadena, Cal.

SIDNEY ANNE MCCLEES, A. B. (Pomona College) Los Angeles, Cal.

HELEN CAMP MCDONALD, A. B. (Pomona College) Long Beach, Cal.

GERTRUDE MCLAUGHLIN. (Two years, University of Southern California) Los Angeles, Cal.

ELZA MILLER. Los Angeles, Cal.

GABRIELLE MORTON. (Three years, Paducah Carnegie Public Library) Paducah, Kentucky.

EDNA B. OSGOOD. (One year, Vassar College) Los Angeles, Cal.

ISABELLE LANGILLE PARK. (Four years, Stanislaus County Free Library) Modesto, Cal.

LUCIA RAILSBACK. (One year, National Park Seminary Junior College; one year, State College of Washington) Los Angeles, Cal.

MILDRED ELIZABETH SCHAER, A. B. (Occidental College) West Alhambra, Cal.

GERALDINE SHIPLEY. (One year, Long Beach Public Library) Long Beach, Cal.

ELIZABETH WILLIAMS. (Two years, Hollywood Junior College) Hollywood, Cal.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE AND GENERAL INFORMATION

1. After ten minutes inspection of the book which will be given you, write a brief book note giving as much information as possible concerning it. Consider that the object of your note is to aid some librarian who has not seen the book in deciding whether or not to purchase it for her library.

2. Describe in not less than 200 words some distinctive period of literature in any country.

3. On what special subjects have the following authors written?

Ernest Thompson-Seton	Woods Hutchinson
Mary Baker Eddy	Henri Bergson
Jane Addams	Edward Steiner
John Burroughs	William James
Walter Pritchard Eaton	Hugo Münsterberg
Sarah Tyson Rorer	Thomas B. Macaulay
Henri Fabre	Booker T. Washington

Phillips Brooks

[*Answer 10*

4. Write about 200 words on the present day literature of one of the following countries, giving specific authors and titles in illustration.

France Ireland Russia

5. The following famous people were born in the month of June. Write after those names which are familiar to you, a sentence or phrase characterizing them. Give approximate dates where possible.

Example: Velasquez, Spanish artist (17th century)

Father Jacques Marquette	Thomas Arnold
John Godfrey Saxe	Harriet Beecher Stowe
Thomas Hardy	Edward Grieg
Sydney Smith	Charles Francis Gounod
Jefferson Davis	Blaise Pascal
Adam Smith	Julian Hawthorne
Pierre Corneille	Henry Ward Beecher
Nathan Hale	John Wesley
Robert Schumann	Jean Jacques Rousseau
Robert Everett Millais	Giuseppe Mazzini
Peter the Great	John Boyle O'Reilly
George Stephenson	Peter Paul Rubens

John Howard Payne	Celia Thaxter
Richard Doddridge Blackmore	Frances Burney d'Arblay
Ben Jonson	Charles Kingsley
Richard Strauss	Harriet Martineau

6. Define ten of the following:

Vers libre	Underground railroad
A priori	Scientific management
Counterpoint	Levant
Genre painting	Indeterminate sentence
Flying buttress	Bertillon measurements
Legend	Ex officio
Poetic license	Copyright
Vigilance committee	Marseillaise

7. Who wrote the following: Answer ten.

Ancient mariner	Sonnets from the Portuguese
Mr. Britling sees it through	Anne of Geierstein
Père Goriot	The pilot
The raven	Decline and fall ot the Roman Empire
Jean Christophe	
Euphues, or the Anatomy of wit	Germany and the next war
Diana of the Crossways	Last days of Pompeii
Romola	The blue bird
	Mosses from an old manse

8. (a) Name six famous cathedrals and tell where they are located; or, name six points of interest you would care to visit in or near Paris.

(b) Locate as nearly as possible, eight of the following:

Luzon	The Bosphorus	Sydney
Buenos Aires	Lake Como	Caucasus Mountains
Bagdad	Marseilles	Copenhagen

9. Language test consisting of sight translation of French, German, or Spanish.

HISTORY AND CURRENT EVENTS

1. Give ten notable dates in American history and tell what each commemorates.

2. Explain very briefly fifteen of the following terms:

A. B. C. countries	Daylight saving
Boxer indemnity	Public utilities
Lincoln highway	Taube
Periscope	Paper blockade
Melting pot	Steppes
Pacifist	Transports
Mothers' pension	Interned
Vocational guidance	Goose-step
Income tax	Hohenzollern
Adamson bill	Propaganda
Balance of power	Hyphenated Americans
Civic centers	Common law
Peace ship	Stoic

3. Name an important battle (before 1900) in the histories of each of the following countries, giving contestants and results:

United States		England
France	Germany	Rome

4. Locate ten of the following places and mention one event of special interest which makes each stand out in your mind:

Bagdad	Monte Carlo
Rheims	Oxford
Karnak	Mount Vernon
Lake Como	Warsaw
The Bosphorus	Sienna
Canterbury	Vera Cruz
Verdun	Budapest
Kiel canal	Trieste
The Dardanelles	Saloniki
Heidelberg	Stratford

Petrograd

5. Write at least 250 words on one of the following subjects:

Life in the Middle Ages.

Invention of printing and its effects on the development of the civilized world.

Navigation and discoveries in the 15th century.

6. Characterize fifteen of the following briefly:

Jeannette Rankin	Joseph Joffre
Renè Viviani	Henri Bergson
Stradivarius	Douglas Haig
Dr. von Bethmann Hollweg	Clara Barton
Leonard Wood	Loyola
Li Yuan-Hung	Brand Whitlock
Robespierre	Euripides
Nietzsche	Johannes Gutenberg
Peter Abelard	Hadrian
Frederick Stanley Maude	Gustavus Adolphus
Arthur James Balfour	Alice Freeman Palmer
Paul König	Richard Strauss

James Watson Gerard

7. Write two pages on the immigration problem. The following topics are given as suggestive of what may be included:

In what way has the character of immigration changed in recent years, and is the change for better or worse?

Tell what you know of any efforts to make good citizens of the immigrants.

What do you think about restriction of immigration? Are there any restrictions at present; What restrictions have been under discussion?

What special problems are involved in Japanese immigration?

8. Tell in a sentence the historical significance of any ten of the following:

Reign of terror	War of roses
Witenagemot	Diet of Worms
Roundheads and cavaliers	Hindenburg line
Faneuil hall	Vespucci
Treaty of Portsmouth	Rubicon
The barbarian invasion	Holy Roman empire

Golden age of Greece

STUDENTS OF THE LOS ANGELES PUBLIC LIBRARY TRAINING CLASS AND LIBRARY SCHOOL, NOW IN LIBRARY WORK

1892—1918

Adam, Viola. (Mrs. Charles Bogue) 1912. Attendant, Circulation Dept., Los Angeles Public Library.

Anderson, Edna A. 1915. Assistant, Long Beach Public Library, Long Beach, Cal.

Bailey, Zita. 1909. Librarian, Northeast Branch, Los Angeles Public Library.

Bean, Ramona. 1911. Attendant, Art Dept., Los Angeles Public Library.

Beckley, Stella. 1906. Librarian, Thirtieth Street Intermediate School, Los Angeles.

Boynton, Elizabeth. 1915. Attendant, Sociology Dept., Los Angeles Public Library.

Boynton, Mary. 1904. Attendant, Reference Dept., Los Angeles Public Library.

Brown, Charlotte M. 1905. Librarian, University of Southern California, Los Angeles.

Brown, Saxon. 1916. Librarian, Central Avenue Branch, Los Angeles Public Library.

Burton, Ruth. 1917. Assistant, Long Beach Public Library, Long Beach, Cal.

Cameron, Marguerite. 1918. Secretary, Junior Red Cross, Pasadena, Cal.

Carwyle, Eloise. 1908. Librarian, Berendo Intermediate School, Los Angeles.

Casey, Charlotte. 1903. Librarian, City School Library, Los Angeles.

Chase, Jessie Mabel. 1913. Attendant, Reference Dept., Los Angeles Public Library.

Clark, Loretto. 1906. Attendant, Catalog Dept., Los Angeles Public Library.

Coleman, Shirley. 1903. Attendant, Registration Dept., Los Angeles Public Library.

Coman, Caryl. 1913. Librarian, Brooklyn Branch, Portland Public Library, Portland, Oregon.

Connor, Elizabeth. 1916. Librarian, Mt. Wilson Solar Observatory Library, Pasadena, Cal.

Cooley, Laura. 1905. Assistant, Bancroft Library, University of California, Berkeley, Cal.

Cory, Mabel W. 1905. Librarian, San Pedro High School Library, San Pedro, Cal.

Crowe, Gladys. 1914. Children's Librarian, Boyle Heights Branch, Los Angeles Public Library.

Darlow, Gertrude. 1893. Principal, Dept. of Literary Advancement, Los Angeles Public Library.

Dills, Clara B. 1905. Librarian, Solano County Free Library, Solano, Cal.

Dinsmoor, Marian. 1916. Attendant, Circulation Dept., Los Angeles Public Library.

Doan, Jean. 1905. Librarian, Gardena High School, Los Angeles.

Dobbings, Dorothy. 1918. Attendant, Juvenile Dept., Los Angeles Public Library.

Dunn, Mabel. 1893. Librarian, Manual Arts High School, Los Angeles.

Eddie, Iona Columba. 1916. Children's Librarian, Vernon Branch, Los Angeles Public Library.

Ellis, Victoria. 1898. Librarian, Pico Heights Branch, Los Angeles Public Library.
Ellsworth, Elizabeth. 1916. Attendant, Registration Dept., Los Angeles Public Library.
Emmons, Louise Wilbur. 1918. Children's Librarian, Central Avenue Branch, Los Angeles Public Library.
Fitch, Pansy. 1913. Attendant, Periodical Dept., Los Angeles Public Library.
Foote, Frances R. 1904. Principal, Registration Dept., Los Angeles Public Library.
Foye, Betsy. 1907. Attendant, Vernon and Vermont Square Branches, Los Angeles Public Library.
Gilstrap, Cosby. 1917. Attendant, Circulation Dept., Los Angeles Public Library.
Glassey, Margaret. 1917. Assistant Librarian, Polytechnic High School Library, Los Angeles.
Glenn, Gladys. 1916. Attendant, Juvenile Dept., Los Angeles Public Library.
Goodell, Helen. 1911. Index and catalog clerk, U. S. War Dept., Washington, D. C.
Graham, Geraldine. 1918. Assistant in charge of work with schools, Colusa County Free Library, Colusa, Cal.
Greene, Rosalind. 1917. Children's Librarian, Vermont Square Branch, Los Angeles Public Library.
Guiwits, Nettie. 1911. Attendant, Arroyo Seco Branch, Los Angeles Public Library.
Hammond, Grace. 1916. Attendant, Circulation Dept., Los Angeles Public Library.
Hanna, Gladys. 1917. Index and catalog clerk, U. S. War Dept., Washington, D. C.
Hart, Mary G. 1904. Librarian, Arroyo Seco Branch, Los Angeles Public Library.
Hart, Veva L. 1911. Librarian, Vermont Square Branch, Los Angeles Public Library.
Hays, Alice Newman. 1898. Reference Librarian, Stanford University, Cal.
Hieber, Mary. 1910. Librarian, Vernon Branch, Los Angeles Public Library.
Hollingsworth, Josephine B. 1913. Attendant, Sociology Dept., Los Angeles Public Library.
Hout, Frank Helm. 1918. Assisstant, Oregon State Library, Salem, Ore.
Jackson, Mrs. Emilie. 1899. Principal, Periodical Dept., Los Angeles Public Library.
Jacobus, Sarah Mira. 1897. Librarian, Pomona Public Library, Pomona, Cal.
Johnson, Mary Agnes. 1893. Attendant, Order Dept., Los Angeles Public Library.
Jones, Mrs. Eleanor Brodie. 1908. Librarian, Hollywood Branch, Los Angeles Public Library.
Jones, Elizabeth. 1900. Head Cataloger, Pasadena Public Library, Pasadena, Cal.
Kelly, Genevieve. 1918. Teacher-librarian, Corcoran High School, Corcoran, Cal.
Knowlton, Gladys Julia. 1918. Assistant, California State Library, Sacramento, Cal.

Krause, Florence M. 1911. Attendant, Industrial Dept., Los Angeles Public Library.
Lawrence, Grace. 1917. Attendant, Industrial Dept., Los Angeles Public Library.
Littlejohn, Lulu Leah. 1914. Attendant, Circulation Dept., Los Angeles Public Library.
Livingston, Margaret. 1917. Librarian, Colusa County Free Library, Colusa, Cal.
McClees, Sidney Anne. 1918. Children's Librarian, Cahuenga Branch, Los Angeles Public Library.
McDonald, Helen Camp. 1918. Assistant, Long Beach Public Library, Long Beach, Cal.
McKindry, Anna (Mrs. Nisson). 1912. Assistant, San Pedro Branch, Los Angeles Public Library.
McLaughlin, Gertrude. 1918. Assistant, Kings County Free Library, Hanford, Cal.
McPherron, Arrington (Mrs. Glenn Leaf). 1917. Instructor, Library School, Los Angeles Public Library.
Madison, Anna (Mrs. Thomas Beeman). 1899. Librarian, Imperial County Free Library, El Centro, Cal.
Marsh, Linnie. 1912. Librarian, Jefferson High School, Los Angeles.
Miller, Elza. 1918. Attendant, Los Angeles Public Library.
Morgan, Ella. 1898. Librarian, Lincoln High School, Los Angeles.
Morrison, Edith Iona. 1915. Attendant, Juvenile Dept., Los Angeles Public Library.
Morton, Gabrielle. 1918. Librarian, Coronado Public Library, Coronado, Cal.
Munson, Ida G. 1898. Chief Cataloger, California State Library, Sacramento, Cal.
Newman, Margaret. 1917. Assistant, Kern County Free Library, Bakersfield, Cal.
Osgood, Edna Bell. 1917. Attendant, Hollywood Branch, Los Angeles Public Library.
Ott, Susanna C. 1905. Principal, Reference Dept., Los Angeles Public Library.
Park, Isabelle Langille. 1918. Assistant in charge of work with schools, Stanislaus County Free Library, Modesto, Cal.
Pasko, Beth. 1916. Librarian, Southern California Edison Company, Los Angeles.
Percey, Gladys. 1917. Attendant, Hollywood Branch, Los Angeles Public Library.
Perry, Elizabeth Wadsworth. 1908. Attendant, Circulation Dept., Los Angeles Public Library.
Purcell, Rose M. 1915. Attendant, Circulation Dept., Los Angeles Public Library.
Putnam, Blanche (Mrs. J. Gardner). 1893. Librarian, Eagle Rock Public Library, Eagle Rock, Cal.
Railsback, Lucia. 1918. Attendant, Moneta Branch, Los Angeles Public Library.
Rowland, Helen. 1916. Assistant, California State Library, Sacramento, Cal.
Rusche, Anna. 1914. Assistant, State Normal School, Los Angeles.
Saxton, Harriette A. 1915. Attendant, Vernon Branch, Los Angeles Public Library.
Schaer, Mildred. 1918. Assistant, King's County Free Library, Hanford, Cal.

Scheck, Alice M. 1913. Attendant, Branches Dept., Los Angeles Public Library.
Scheuble, Alma B. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Shannon, Monica. 1915. Attendant, Industrial Dept., Los Angeles Public Library.
Shearer, Mabel. 1917. Children's Librarian, Marshalltown Public Library, Marshalltown, Iowa.
Shipley, Geraldine. 1918. Assistant, Long Beach Public Library, Long Beach, Cal.
Sigler, Grace. 1913. Assistant, Massachusetts Free Library Commission, Boston, Mass.
Smi.h, Elva S. 1899. Children's Librarian, Carnegie Library, Pittsburgh, Pa.
Smith, Van Tyne. 1909. Attendant, Branches Dept., Los Angeles Public Library.
Spotts, Helen. 1914. Librarian, Jefferson Branch, Los Angeles Public Library.
Syle, Elizabeth (Mrs. E. S. Madison). 1907. Librarian, Oakland High School, Oakland, Cal.
Taylor, Marie. 1917. Attendant, Circulation Dept., Los Angeles Public Library.
Taylor, Mary E. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Thornburg, Florence. 1892. Principal, Catalog Dept., Los Angeles Public Libray.
Tobias, Hazel. 1912. Attendant, Circulation Dept., Los Angeles Public Library.
Tollefson, Marie. 1909. Assistant, City Elementary School Library, Los Angeles.
Ulen, Esther C. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Van Deusen, Marjorie. 1907. Librarian, Los Angeles High School, Los Angeles.
Vinton, Margaret. 1916. Assistant, Public Library, Springfield, Mo.
Wack, Mathilde. 1912. Assistant, University of Southern California Library, Los Angeles.
Walker, Elizabeth. 1916. Index and catalog clerk, U. S. War Dept., Washington, D. C.
Waring, Ruth Ann. 1914. Attendant, Art Dept., Los Angeles Public Library.
Wes', Lucy K. 1910. Attendant, Sociology Dept., Los Angeles Public Library.
Wheat, Edith M. (Mrs. Curtis Locklin). 1903. Librarian, Polytechnic High School, Los Angeles.
White, Grace. 1910. Principal, Sociology Dept., Los Angeles Public Library.
Whyte, Florence. 1909. Assistant, University of Minnesota Library, Minneapolis, Minn.
Williams, Elizabeth. 1918. Reviser, Library School of the Los Angeles Public Library.
Williams, Rhoda. 1914. Attendant, Pico Heights Branch, Los Angeles Public Library.
Ziegler, Corrie V. 1915. Attendant, Cahuenga Branch, Los Angeles Public Library.

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CIRCULAR OF INFORMATION
1919-1920

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1919

LOS ANGELES PUBLIC LIBRARY

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SCHOOL OF LIBRARIANSHIP
UNIVERSITY OF CALIFORNIA
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Library School
of the
Los Angeles Public Library

OPEN COURSES 1919-20

The Library School of the Los Angeles Public Library, in planning its courses for the year 1919-20, opening October 6, has arranged to meet the desire expressed by many people already in library work to freshen their knowledge and add to their professional equipment by special or part-time courses. It is, therefore, offering courses which may be elected by persons unable to take the entire course, in addition to the technical courses that form the foundation of library school work. Some of these courses extend through the year; others will be concentrated in the six weeks of open courses, January 12 to February 21. For one long course extending through the year, the fee is $15, for two long courses $25. For the six weeks of open courses the fee is $15. Special arrangements may be made for partial work for those who wish to register for one or two days each week.

LIBRARY
UNIVERSITY
CALIFORNIA

In working out this plan the Library School hopes to develop a system that will make it possible for library workers to qualify themselves for professional advancement or to improve the quality of their work without giving up their positions. Chief librarians, library directors and other library authorities will recognize the value of this opportunity and will be glad to aid in making it available to members of their staffs.

WORK WITH CHILDREN AND SCHOOLS

Children's literature and administration of children's rooms. Jasmine Britton, Principal, Juvenile Department; Los Angeles Public Library. *Thursdays,* throughout the year.

Six lectures from the entire course will be given January 12 to February 21:

1. Standard stories: Boys.
2. Standard stories: Girls.
3. Biography.
4. Humor.
5. Illustrators.
6. Recent books.

During the six weeks of open courses other subjects related to children's work will be discussed on *Mondays* and *Thursdays*.

Story-telling. Jasmine Britton, Lenore Townsend, Children's librarian, Hollywood Branch; Gladys Crowe, Children's librarian, Boyle Heights Branch, Los Angeles Public Library.

Psychology of story-telling. Virginia Graeff, Cleveland School of Arts.

Annotation of children's books. Gladys Spear Case, Juvenile Department, Los Angeles Public Library.

Boys' and girls' clubs. Virginia Moore, Director of Girls' Clubs, Y. W. C. A., Los Angeles.

The library and the schools. Faith E. Smith, Principal, School and Teachers' Department, Los Angeles Public Library. *Mondays* and *Thursdays,* January 12 to February 21.

The service of the library to the schools. Susan M. Dorsey, Assistant Superintendent of Schools, Los Angeles.

The English teacher and the school library. Allan Abbott, Teachers' College, Columbia University.

Modern theories of education. W. Franklin Jones, Dean, School of Education, University of Southern California.

High school libraries. Marion Horton, Principal, Los Angeles Library School. *Mondays,* November 3 to February 21.

Special lectures during the open courses will be given by Marjorie Van Deusen, Winifred Skinner, Blanche Coveney.

ADVANCED ADMINISTRATION

Lectures on various phases of library administration to be given during the open courses. *Fridays,* January 12 to February 21.

Fundamental principles in library administration. Zaidee Brown, Librarian, Long Beach Public Library.

Budgets. Everett R. Perry, Librarian, Los Angeles Public Library.

Library organization. Frances R. Foote, Principal, Fiction Department, Los Angeles Public Library.

Library Housekeeping. Alice Scheck, Branches Department, Los Angeles Public Library.

Making a library survey. Helen T. Kennedy, Jasmine Britton, Fannie Dorman, Los Angeles Public Library.

The library and social problems. Emory S. Bogardus, University of Southern California.

Community co-operation. Theodora R. Brewitt, Librarian, Alhambra Public Library.

The library and its patrons. Anna Maude Kimberley, Principal, Registration and Loan Department, Los Angeles Public Library.

Reaching the people in the county. Jennie Herrman, Librarian, San Diego County Free Library.

Library publicity. Jeannette M. Drake, Librarian, Pasadena Public Library.

Publicity in San Diego. Althea M. Warren, Librarian, San Diego Public Library.

Psychology of the public taste. Faith E. Smith, Principal, School and Teachers' Department, Los Angeles Public Library.

Cathering up the fragments. Margaret S. Sharpe, Deposit Stations, Los Angeles Public Library.

BUSINESS LIBRARIES

During the open courses lectures on technical books and different types of special libraries and lectures and practice in indexing and filing will be given on *Mondays*.

Special libraries. Elsie L. Baechtold, Principal, Science and Industry Department, Los Angeles Public Library.

Motion picture libraries. Elizabeth McGaffey, Librarian, Lasky Studio Library.

Scientific libraries. Elizabeth Connor, Librarian, Mount Wilson Solar Observatory Library.

Publications of scientific societies. Charles E. St. John, Research Division, Mount Wilson Solar Observatory.

Municipal reference libraries. Grace White, Principal, Sociology Department, Los Angeles Public Library.

The Sears-Roebuck library. Althea Warren, Librarian, San Diego Public Library.

The California State Library. Milton J. Ferguson, Librarian, State Library, Sacramento.

THE ART AND MUSIC DEPARTMENT

Lectures on the service of the library to artists, craftsmen and musicians, to be given during the open courses, *Wednesdays,* January 12 to February 21.

The art department. Eleanor Caruthers, Principal, Art Department, Los Angeles Public Library.

Art appreciation. Nellie Huntington Gere, Department of Fine Arts, University of California, Southern Branch.

Art in the schools. May Gearhart, Supervisor of Art, Los Angeles City Schools.

Architecture. A. C. Weatherhead, Professor of Architecture, University of Southern California.

Landscape gardening. Florence Yoch, Landscape Architect.

Photography. H. R. Weston, Weston Studio.

Bookplates. Victoria Ellis, Librarian, Northeast Branch, Los Angeles Public Library.

Design. Leta Hörlocker, Designer.

Interior decoration. Henrietta H. Kapp, Interior Decorator, Barker Brothers.

Dress design. Louise Pinckney Sooy, University of Southern California, Southern Branch.

Metal work and jewelry. Douglas Donaldson, Otis Art Institute.

Books and the musician. Estelle Heartt Dreyfus.

Music study in the schools. Jessie Safford Edwards, Jefferson High School.

BOOK SELECTION

Recent books. Gertrude Darlow, Principal, General Literature Department, Los Angeles Public Library. *Thursdays,* throughout the year.

Principles and practice of book selection. Helen E. Haines. *Tuesdays,* throughout the year.

Fiction. Helen E. Haines. *Saturdays,* March 6 to May 22.

Publishing houses. Helen E. Haines. *Tuesdays.* November 4 to January 27.

Book-trade bibliography. Helen E. Haines. *Saturdays,* December 20 to March 21.

Other special lectures will be announced later.

Library School of the Los Angeles Public Library

Los Angeles, California

OPPORTUNITIES TO SPECIALIZE

School Libraries.

The demand for trained school librarians is increasing with the growing recognition of the library as an important department of the public school. In California, a state law requires that school librarians shall hold certificates which can be obtained only by those having stated educational and professional qualifications. The Library School of the Los Angeles Public Library affords special opportunities to those who wish to prepare for this important field of library work. A course of twenty lectures, (fifteen of which are elective), with required reading, seminars and supervised practical work is given by Miss Marion Horton, a new member of the faculty who is a graduate of the New York State Library School, and who has had several years experience in school library work. The elective course is open to all members of the regular class who are college graduates and who seem to possess the qualifications for school librarianship. Students specializing will be assigned to one of the Los Angeles High Schools for practical work and will be required to visit and observe methods in the other school libraries of the City. In the number of its well organized High School libraries, Los Angeles stands next to New York City and the value of this practical work and observation to those who wish to become High School librarians, can scarcely be overestimated.

The elective School Library Course includes the following subjects:

1. History of the school library movement.
2. Special problems of book selection.
3. Outside reading and methods of arousing interest in books.
4. Reference work and debating.
5. Social activities in the school library; clubs; the librarian and vocational guidance.

6. Organization; school library laws; certification.
7. Plan and furnishing of room.
8. Administration; discipline.
9. The budget.
10. Technical processes: cataloging, modifications in classifying. charging system, binding.

11-12. Instruction in the use of the library.

13. Pictures; pamphlets; periodicals; lantern slides.
14. Relation of the library to different subjects in the curriculum.
15. Book selection with the use of aids.

Library Work with Children.

Library work with children is another field in which the School is able to offer special training. The Central Library and each of the eight Carnegie branches maintain juvenile departments organized and administered by trained children's librarians. Members of the regular class who wish to specialize in children's work and who possess the desirable qualifications, will be assigned to the various juvenile departments for practical work and will be given a course in administrative problems of juvenile work, in addition to the twenty-hour course required of all students. Both courses are given by Miss Jasmine Britton. (from the Carnegie Library School of Pittsburgh) who is director of children's work in the Los Angeles Public Library system. They will be supplemented by lectures on story telling, children's clubs, etc., given by other specialists.

The required course is largely on selection of books for children. The elective course includes the following subjects:

1. Administration of children's rooms.
2. Equipment.
3. Advertising; exhibits; lists; relation to community life.
4. Bulletins.

5-6. Story telling.

7. Clubs and home libraries.
8. Relations between the library and the schools.
9. School deposits.
10. Library instruction in elementary schools.

VIEW OF THE CLASS ROOM

THE
LIBRARY SCHOOL
OF THE
LOS ANGELES PUBLIC LIBRARY

(Member Association of American Library Schools)

Established in 1891 as
Training Class of Los Angeles Public Library
Conducted as
Library School for General Professional Training
Since 1914

Festina lente

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PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1919

CALENDAR, 1919-20

1919

October 6. School opens.
November 17-22. Week of practice.
November 27. Thanksgiving day.
December 22. Christmas recess begins.

1920

January 5. Instruction begins.
January 12 to February 21. Open courses.
February 23. Washington's birthday.
February 24-28. Week of practice.
March 22-27. Week of practice.
April 26-May 1. Library visits.
May 24-29. Final examinations.
June 1-30. Month of practice.
June 5. Entrance examination for Library School, 1920-21.
June 19. Efficiency test for Summer or Junior Attendants' Course
July 1-August 31. Summer or Junior Attendants' Course.

CALENDAR, 1920-21

1920

September 27. School opens.
November 8-13. Week of practice.
November 27. Thanksgiving day.
December 20. Christmas recess begins.

1921

January 3. Instruction begins.
January 10-February 19. Open courses.
February 22. Washington's birthday.
February 28-March 4. Week of practice.
March 27-April 1. Week of practice.
April 24-29. Library visits.
May 22-27. Final examinations.
May 30. Memorial day.
June 1-30. Month of practice.
June 3. Entrance examination for Library School, 1921-22.
June 17. Efficiency test for Summer or Junior Attendants' Course
July 1-August 30. Summer or Junior Attendants' Course.

LIBRARY SCHOOL COMMITTEE

MRS. FRANCES M. CARLTON-HARMON, *Director, Los Angeles Public Library.*
WALTER LINDLEY, *Director, Los Angeles Public Library.*
EVERETT R. PERRY, A.B., B.L.S., *Librarian, Los Angeles Public Library.* (A.B., Harvard University, as of 1903; B.L.S., New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

FACULTY

MARION L. HORTON, A.B., B.L.S., *Principal.* (A.B., Stanford University, 1911; B.L.S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, Los Angeles Library School, 1918-.) Cataloging, High school libraries, Subject bibliography, Minor tetchnical subjects.

HELEN E. HAINES, *Instructor.* (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor in charge American Catalogue, 1890-95; Assistant Editor and Compiler Bibliography of State Publications and Annual Literary Index; Instructor, Los Angeles Library School, 1914-.) Book selection and Evaluation of fiction; Trade bibliography; Publishers; History of books and printing; Library movement.

HELEN GLADYS PERCEY, *Instructor.* (Stanford University, 1907-08; University of California, 1915; Los Angeles Library School, 1917; Assistant Hollywood branch, Los Angeles Public Library, 1917-1919; Instructor Los Angeles Library School, 1919-.) Reference, Classification, Subject headings.

ELIZABETH OWEN WILLIAMS, *Registrar and Reviser.* (Hollywood Junior College, 1917; Los Angeles Library School, 1918; Registrar and Reviser, Los Angeles Library School, 1918-.)

INSTRUCTORS GIVING FULL COURSES

ELSIE LOUISE BAECHTOLD, *Principal Science and Industry Department.* (A.B., Grinnell College, 1911; Assistant in Grinnell College Library, 1912-13; B.L.S., University of Illinois Library School, 1916; Cataloger, University of Illinois Library, 1914-15; Loan Assistant, University of Illinois Library, 1915-16; Organizer and Librarian, College of Engineering Library, University of Illinois, 1916-19; Principal Science and Industry Department, 1919-.) Special technical libraries.

JASMINE BRITTON, A.B., *Principal of the Juvenile Department.* (A.B., Smith College, 1907; Carnegie Library of Pittsburgh Training School for Children's Librarians, 1909-10; Assistant, Carnegie Library of Pittsburgh, 1910; Children's Librarian, Spokane Public Library, 1910-14; Principal of the Juvenile Department, Los Angeles Public Library, 1914-.) Library work with children.

ZAIDEE BROWN, A.B., *Librarian, Long Beach Public Library.* (A.B., Stanford University, 1898; New York State Library School, 1901-03; Librarian, St. Agnes School Library, Albany, 1901-03; Classifier and Cataloger, Brookline Public Library, 1903-05; Assistant Librarian, Brookline Public Library, 1905-08; Instructor, Simmons College Summer Course in Library Science, 1907; Library organizer, New York State Library, 1908-10; Agent, Massachusetts Free Public Library Commission, 1910-14; Librarian, Long Beach Public Library, 1914-.) Administration.

GERTRUDE E. DARLOW, *Principal of the General Literature Department.* (Los Angeles Public Library Training Class, 1893; Assistant, Los Angeles Public Library, 1892-1904; Principal of the Circulation Department, 1904-17; Principal of the Department of Literary Advancement, 1917-1919; Principal of the General Literature Department, 1919-.) Recent literature.

FRANCES R. FOOTE, *Principal of the Fiction Department.* (Los Angeles Public Library Training Class, 1904; Cataloger, Pomona College Library, 1904-05; Acting Librarian, Pomona College Library, 1905-07; Librarian, Occidental College Library, 1907-11; Branch Librarian, Washington Branch, Los Angeles Public Library, 1911-14; Arroyo Seco Branch, 1914-17; Principal of the Registration Department, 1917-1919; Principal of the Fiction Department, 1919-.) Current events.

MRS. EMILIE T. JACKSON, *Principal of the Periodical Department.* (Los Angeles Public Library Training Class, 1900; Assistant, Los Angeles Public Library, 1900-07; Principal of the Periodical Department, 1907-.) Periodicals.

HELEN T. KENNEDY, B.L.S., *Principal of the Branches Department.* (University of Illinois Library School, 1903; Jacksonville, Ill., Public Library, 1903-05; Librarian, Kewanee, Ill., Public Library, 1905-07; Instructor University of Wisconsin Library School, 1907-10; Library Organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal of the Branches Department, 1912-.) Loan administration.

ALBERT C. READ, *Principal of the Order Department.* (Cataloger, Reference Librarian and Superintendent of Documents, Kansas City Public Library, 1889-1901; Librarian, El Paso Public Library, 1901-1908; Fowler Brothers Bookstore, 1908-1919; Principal of the Order Department, Los Angeles Public Library, 1919-.) Book-buying.

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-93; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-.) Bookbinding.

FAITH E. SMITH, *Principal of the School and Teachers' Department.* (Ph.B., Northwestern University; New York State Library School, 1898-1900; Librarian, Sedalia (Mo.) Public Library, 1900-1907; Assistant to the Director of the Training School for Children's Librarians, Pittsburgh, 1907-1910; Director of the Training Class, Chicago Public Library, 1910-1917; Director, University of California Summer Session in Library Methods, 1912, 1915; Principal, School and Teachers' Department, 1919-.) Current library topics, Library work with schools.

GRACE M. WHITE, *Principal of the Sociology Department.* (Los Angeles Public Library Training Class, 1901; Assistant, Los Angeles Public Library, 1901-07; Principal of the Sociology Department, 1907-.) Gov. ernment documents.

Lectures on various subjects are also given by the following members of the Los Angeles Public Library staff: RAMONA BEAN, ELEANOR W. CARUTHERS, GLADYS SPEAR CASE, LAURA C. COOLEY, GLADYS CROWE, FANNIE DORMAN, GEORGE HERZOG, ANNA MAUDE KIMBERLY, GRACE LEFLER, SUSANNA C. OTT, MONICA SHANNON, MARGARET S. SHARPE, LENORE TOWNSEND, RUTH ANN WARING.

THE LIBRARY SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded, until the admission, in July, 1918, of the Library School of the Los Angeles Public Library to membership in the Association of American Library Schools, marks its professional acceptance as an accredited library school of recognized standing.

There is a wide and rapidly growing field for the service which the Library School of the Los Angeles Public Library is equipped to render. Bureau of Education statistics concerning libraries show that the increase in free book service through city, town and county libraries has been of recent years much greater in the western states than in any other section of the country. With this increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and a consequently greater demand for library workers possessing definite technical qualifications.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school on account of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County 100 public, school and society libraries, exclusive of the branches of the county and city systems. Of this number 35 contain over 5000 volumes, and three rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 200 branches and nearly 150,000 volumes; the Los Angeles Public Library, with 150 distributing agencies and 360,000 volumes; and the Los Angeles City School Library, with 200,000 valumes, including all the supplementary text books used in the elementary schools. Of the total number of libraries in Los Angeles County, 21 are free public libraries, 53 are school libraries, and 26 are special libraries serving various societies or institutions. Notable among the latter class are the Barlow Medical Library of Los Angeles, and the Mount Wilson Solar Observatory Library of Pasadena. School libraries are numerous and extensive, and represent all varying types, from the elementary school libraries of Los Angeles and Pasadena, each serving an entire public school system, to the library of the Los Angeles Normal School, in an attractive building of its own, and those of the University of Southern California, and of Pomona and Occidental Colleges. There are eight high school libraries, well equipped and administered, in Los Angeles alone, and high school library development elsewhere has reached a high standard of effectiveness.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

Two Symphony orchestras giving fortnightly concerts.

Three Philharmonic series, including, during the winter season, over twenty co..cerns by famous musicians.

Two choral societies giving regular concerts during the season.

Lecture courses under the auspices of the University of California Extension Division and kindred organizations.

A Woman's City Club, with weekly noon meetings, where local and national problems are presented.

Two large women's clubs, whose section meetings are open to visitors.

An active Drama League with evening meetings.

A Story Teller's League, which meets in the library.

The Southwest Museum, illustrating in its collections the early Spanish and Indian history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountains combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, reaching out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library, in which the school is quartered, occupies four upper floors in a ten-story office building in the heart of the city. In arrangement and equipment it represents intensive library planning of a most effective kind serving both as the administrative headquarters of the entire system and as center for an immense volume of public use, in circulation, reference, specialized study, general reading, and use by children. Among the distributing agencies of the system are eight Carnegie branch buildings, six built within the last six years; smaller branches in rented quarters; playground collections; and deposit stations of many kinds, so that students are able, in supervised practical work, to become familiar with details of small-library equipment and management as well as with the problems of a large city library system.

SCHOOL QUARTERS

The Library School occupies a class room, faculty room, and typewriting room on the tenth floor of the building in which the central library is quartered. Windows fill two walls of the class room, providing light and air in abundance. From the entrance corridor, the roof is accessible, and is used by the students for five-minute promenades between the fifty-five-minute lecture periods.

Locker facilities are provided on the ninth floor. School room equip-

ment includes individual desks, eight typewriters for practice work, and an extensive reference collection of books, pamphlets, periodicals and reference material used in the class work. In its files of library publications and reports, and in bibliographical and library economy material, this collection is already fairly complete for recent years. It is carefully kept up to date for current material, and constant effort made to extend and round it out, so that it may be developed into a strong permanent reference collection, illustrating all phases of library activity.

ENTRANCE REQUIREMENTS

Age. Applicants must be over twenty and under thirty-five years of age, except in the case of persons who have had considerable previous library experience or other special qualifications.

Education. As a good education is an essential foundation for library work, no applicants are accepted who have not had at least four years of High School or its equivalent, and a college course is strongly advised. A knowledge of literature, history, economics, sociology and modern languages, especially French, German and Spanish, makes the best preparation for library work.

Entrance Examination. All candidates who are not college graduates must pass an entrance examination in literature, history, current events, and general information, and in sight translation of one modern language, which may be French, German or Spanish, as preferred. Specimens of the questions asked will be found on page 16 of this circular. This examination is held in the Los Angeles Public Library on the first Saturday in June, so that successful applicants may have time for the required reading and typewriting practice before school opens in October. If it seems advisable, a second examination will be given in September, for later applicants. Applicants living at a distance, who find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible.

College Graduates. Graduates of accepted colleges are not required to take the entrance examination, but are subject to all other requirements for admission to the school.

Personal Fitness and Scholarship. Since many more candidates apply each year than can be received, only those are accepted who seem to possess the best educational and personal qualifications for library work. These qualifications are tested in an interview with the Librarian and Principal, or with some designated person in case of applicants who are unable to come to Los Angeles, and through careful investigation of references.

Typewriting. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the open weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

Health. Good health is essential for success in library work, as in most other vocations. Each candidate is required to furnish a certificate of health signed by a physician or authorized practitioner before entering the school.

Practical Work. Accepted applicants who have not had library experience are requested to spend at least two weeks in some well organized library before entering the school. Applicants who wish to do so may take this preliminary practice in the Los Angeles Public Library.

Probation. Accepted candidates are on probation during the first two months of school. At the end of this time, if it becomes apparent that a student is not fitted for library work, that student will be notified and asked to leave the school. Although it is generally possible to know at the end of two months if students are not able to do satisfactory work, the school reserves the right to make this decision at any time during the school year.

TUITION AND EXPENSES

The fee for tuition is $75 to all residents of Los Angeles County; for other students the fee is $100. Tuition is payable in two instalments, one on the opening of school, and the other on the first of February. Graduates who accept possitions on the staff of the Los Angeles Public Library will be refunded $25 of the tuition fee at the end of the first year and $25 at the end of the second year.

A registration fee of $5, which will be applied on the first instalment of tuition, must be paid by the candidate when accepted for admission to the school. In case of withdrawal, this fee will be retained to cover expenses of correspondence, etc.

Students' expenses for books, stationery and other supplies should not exceed $25; a few of the text books may be loaned to students, if desired. An allowance of $25 must be made for library visiting trips, which include Santa Barbara, San Diego and other cities near Los Angeles.

A satisfactory room with breakfasts and dinners may be procured for from $30 to $40 a month. The Principal will furnish addresses and information upon request.

POSITIONS

The school does not promise to provide positions for its graduates. Up to the present, however, graduates have had no difficulty in obtaining positions within a short time. In fact, the demand for trained library workers has been greater than the supply, and in view of the rapid development of libraries in the Southwest, it is probable that this will be true for some years to come. Beginning salaries range from $70 to $90 a month, depending upon the graduate's previous education and experience.

As the number of students is limited, only those should apply who intend to enter library work immediately after graduation. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer following graduation. This substitute work is paid for at the rate of $70 a month.

Graduates who wish positions in the Los Angeles Public Library must pass a city civil service examination which is a prerequisite to all municipal employment. Students receive no compensation during the school year except for occasional substitute work.

A list of students of the former Library Training Class and present Library School, from 1892 to 1919, who are now in library work, will be found on page 18, with indication of positions now held.

UNIVERSITY CREDITS

Credit toward graduation has been granted to students who complete the course in the Los Angeles Library School by the University of California, Stanford University, Pomona College, Occidental College and the University of Southern California, the University of Oregon and the University of New Mexico, which recognize the year's work in the school as the equivalent of study toward the degree of Bachelor of Arts in these institutions.

Occidental College offers a combined course of academic and professional study, in which three years are spent at the college and the senior year in the Los Angeles Library School. The degree of A.B. is granted to students who meet the entrance requirements of both institutions and write a thesis satisfactory to the faculties of the college and of the library school.

HIGH SCHOOL LIBRARIAN'S CERTIFICATE

In California a special certificate, similar to that of a high school teacher, is required of high school librarians. Students who are college graduates are eligible for this certificate, after completing the year's course, including the elective course in school libraries.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—the knowledge and use of books in daily life. In the outline, it should be noted that "period" refers to fifty-five-minute lectures or seminar periods. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

TECHNICAL COURSES

Book buying and ordering. Includes a study of the various sources from which books may be obtained and the conditions under which each source should be used, division of the book fund, discounts, importation, methods of transportation, and routine of ordering and receiving new books. *Mr. Read.* [*5 periods.*

Accession, shelf-listing, and inventory. The study of different methods of accessioning books, records for serial publications, withdrawals, etc. The routine of adding books to the library, including mechanical processes, is summarized here. Use of the shelf-list, shelf-list records, methods of taking inventory, and care of shelves. Exercises in shelf-listing are given. *Miss Horton.* [*6 periods.*

Classification. Study of the Decimal system. Exercises in classifying selected books follow lectures. Lectures are given on other classification systems, including the Cutter, Library of Congress and the Institut International de Bibliographie. The importance of adapting classification to the need of special localities and types of libraries is emphasized through the discussion of specific books. Methods of simplification, especially in biography and literature, are taught. The study of Book numbers is included in this course. *Miss Percey.* [*30 periods.*

Cataloging. The course includes lectures, recitations and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. All exercises are revised from sample cards, and corrections discussed in class. Corrected exercises are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. *Miss Horton.* [*40 periods.*

Subject headings. Study of the principles involved in the selection of subject headings for a dictionary catalog, including analytics, cross references, etc., illustrated by exercises following lectures. The A. L. A. subject headings is checked by each student. *Miss Percey.* *10 periods.*

Binding and Repair.

a. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are three hours and include lectures, demonstration, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.* [*18 periods.*

b. Mechanical processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. *Mr. Herzog.* [*5 periods.*

Minor technical subjects. Note-taking, library hand, public speaking, business correspondence, collection and care of pamphlets, clippings and pictures, etc., are covered in lectures, tests and practical demonstrations. *Various lecturers.* [*15 periods.*

Departmental routine. Lectures by principals of departments of the Los Angeles Public Library are given during the first week of school in order to present a connected survey of the work of the library.

BIBLIOGRAPHICAL COURSES

Book selection. Designed to familiarize, so far as possible, with books and writers, their scope, qualities and respective values, in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in Biography, History, Travel, Sociology, Popular Science, and Religion; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use. *Miss Haines.* [*27 periods.*

b. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year. *Miss Haines.* [*10 periods.*

c. Systematic study and checking of *Publisher's Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with comparative study and discussion of *Booklist* and *Book Review Digest.* *Miss Haines.* [*15 periods*

Recent literature. Review and discussion of books in Literature (especially Modern poetry, Drama and Essays). *Miss Darlow.* [*20 periods.*

History of books and printing. Early ages of book history, the printing era, early printed books. *Miss Haines.* [*4 periods.*

Publishing houses, chiefly American and English. Historical development of publishing; history and characteristics of leading American and English publishing houses, their standards, specialties and series; specialized publishers; book-trade knowledge of value in selection and buying for libraries. *Miss Haines.* [*10 periods.*

Book-trade bibliography. Historical development, national book-trade bibliographers of Europe; English and American book-trade bibliography, general, national and special; related bibliographical aids, important catalogs and special bibliographies. *Miss Haines.* [*8 periods.*

Bibliography. Study of most important subject bibliographies, with practice in making reading lists and an original bibliography, assigned to give a working knowledge of the bibliographical aids useful in general library work. *Miss Horton.* [*12 periods.*

Theses and bibliographies. Each student is required to spend a minimum of fifty hours in preparing a final bibliography or thesis on some phase of library work. These must be submitted and accepted before the certificate of graduation is given. Subjects are chosen with a view to their practical value. *Miss Horton.* [*50 hours.*

Reference work. Principles of reference work and the selection and use of standard reference books. Exercises involving actual problems in the use of books follow each lecture, and the results are discussed in class. Problems are given in the comparison of books on the same subject and in selection of reference works for libraries of different size. *Miss Percey.* [*40 periods.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications, indexes, methods of acquisition and arrangement. Includes also the study of state and city documents. Cataloging methods are included in the course in cataloging. *Miss White.* [*20 periods.*

Periodicals. Principles of selection, with exercises in selection for different size libraries, characteristics of the principal American, English and a few foreign periodicals. Methods of ordering, checking, filing and binding. *Mrs. Jackson.* [*5 periods.*

Current library topics. Class discussions of library problems based on articles appearing in the reports and bulletins of libraries and in American and English periodicals. *Miss Smith.* [*10 periods.*

Current events. Round table devoted to the review of important current activities and events, designed to give practice in the use of periodicals and to develop judgment of the value of the material presented. *Miss Foote.* [*10 periods.*

ADMINISTRATIVE COURSES

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, the functions of the library board, extension work, publicity, reports, statistics, printing and business methods. *Mr. Perry, Miss Brown, and visiting lecturers.* [*18 periods.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrange-

ment of rooms for various library departments and calculation of book capacity. *Miss Kennedy.* [*6 periods.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, methods of registering borrowers, deposits, dues, lost books, and other subjects connected with book circulation. *Miss Kennedy, Miss Kimberly.* [*15 periods.*

History of the library movement. History of European libraries, early and present; American library movement; library associations and library periodicals; great American libraries and their specialties; American library biography. Assigned reading and special reports on each topic. *Miss Haines.* [*10 periods.*

The library and public affairs. A series of lectures by different instructors and special lecturers designed to bring out the relation of the library to community life. Includes talks on social betterment agencies, municipal and government activities and problems, methods of working with local organizations, neighborhood survey, etc. [*15 periods.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local librararies and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student, and results are reported in class.

SPECIAL COURSES

Children's literature and library work with children. Lectures with practice work on the history of children's books, selection of books for children, equipment and administration of children's rooms, story hour, clubs, work with schools, etc. Ten of the thirty lessons are on special administrative problems and are elective. Those desiring to specialize in work with children will be given opportunity for special practice in the juvenile departments of the main library and branches under trained children's librarians. *Miss Britton.* [*30 periods.*

Story-telling. Principles underlying the art of story-telling, applied to the selection, adaptation and oral presentation of stories. Students electing this course have an opportunity to tell stories in the playground and other branches of the library. *Miss Townsend, Miss Crowe.* [*12 periods.*

Library work with schools. Lectures and practice on the relationship of the library to the schools, including the work of the School and teachers' department, deposit stations in the schools, and instruction in the use of the library. *Miss Faith Smith.* [*5 periods.*

School libraries. A survey of the school library movement, with special emphasis on work in high schools. Five lectures are required of all students; the remaining ten are devoted to special phases of administration, with problems and required reading, and may be elected by members of the class who are college graduates and who wish to specialize in school library work. As a supplement to the lectures, these students will be given practice in high school libraries. *Miss Horton.* [*15 periods.*

County libraries. Development of county library extension; California system, the law, aims and methods. Lectures are given in the Los Angeles County Free Library, with exposition of records and equipment. Practice work in the County Library is assigned to students who are especially interested in the work. *Miss Vogelson.* [*10 periods.*

Business libraries.

a. Lectures and assigned reading describing the characteristics and

methods of different types of special libraries. *Miss Baechtold.* [*5 periods.*

b. Principles and methods of indexing and filing as developed in public and special libraries. Four hours devoted to alphabeting are required of all students; the others on filing methods used in business houses may be elected. *Miss Horton.* [*10 periods.*

PRACTICE WORK

The month of June and three other periods of a week each during the winter are devoted to supervised practice work in the Los Angeles Public Library and its branches. A few students are also assigned to the local high schools and to the Los Angeles County Free Library. Experience is gained both in technical routine and in work with the public. Discussions of problems met follow each laboratory period. This work serves not only to test the ability of students when confronted with actual conditions, but also makes clear much of the class work.

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and lectures vary from year to year. See list on page 14. [*About 20 periods.*

OPEN COURSES

During six weeks in the spring certain courses devoted to broader aspects of librarianship are grouped for the convenience of persons already in library work who wish to continue their professional training or gain inspiration from contact with special lecturers. These courses are an integral part of the year's work and are required of the regular students, but they are also open to the members of the staff of the Los Angeles Public Library and to other library workers intetrested. The subjects offered in 1919-20 were Book selection, Library work with children and schools, Advanced administration, Special libraries, Reference and book selection in the art and music department. The fee for the lectures, round table discussions and library visits during the six weeks is $15.

JUNIOR ATTENDANTS' COURSE

A short course preparing for the position of junior attendant is given by the Library School during the months of July and August. Lectures, problems and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, school and teachers, registration and loan departments and to the branches for supervised practical work.

Candidates for this course should be high school graduates between eighteen and twenty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work on the third Saturday in June. The tuition fee for the course is fifteen dollars.

LOCAL LECTURERS, 1918-19

LIBERIUS ALMINISIS. Greek folk-tales.

RUBY BAUGHMAN, *Supervisor of Immigrant Education, Los Angeles City Schools.* Americanization.

JAMES MAIN DIXON, *Professor of History, University of Southern California.* Publishing houses of Edinburgh.

DESSA FULTZ, *President, Story-tellers' League.* Chinese folk-tales.

ADELIADE P. ILLMAN, *Lecturer.* Indexing.

C. C. PARKER, *Parker's Bookstore, Member of the Los Angeles Board of Education.* Younger publishing firms.
ALBERT C. READ, *Fowler Brothers' Bookstore.* University presses of England and America.
MIRIAM VAN WATERS, *Superintendent, Juvenile Hall.* Some psychological aspects of the work of Juvenile Hall.
CLARA VOSTROVSKY WINLOW. Literature of Czecho-Slovakia; The development of the Czecho-Slovak Republic. (Two lectures.)

VISITING LECTURERS, 1918-19

MRS. JAMES NOBLE BASKIN, Nogal N. M. The psychology of welcome.
THEODORA R. BREWITT, *Librarian, Alhambra Public Library.* Collection and care of pamphlets. (Two lectures.)
GEORGE WATSON COLE, *Librarian, Huntington Library, New York City.* The Huntington Library.
JOEL BEAN COX, *Paia, T. H.* The Friends' Mission in France.
MILTON J. FERGUSON, *Librarian, State Library, Sacramento.* The county library system in California.
SARAH MIRA JACOBUS, *Librarian, Pomona Public Library.* Library housekeeping.
LOUISE B. KRAUSE, *Librarian, H. M. Byllesby Company, Chicago.* Business libraries.
MARGUERITE MARFAING, *Lycée de Jeune Filles, Bordeaux, France.* French women and the war.
BERTHA T. RANDALL, *Librarian, East Liberty Branch, Carnegie Library, Pittsburgh.* The Carnegie Library of Pittsburgh.
CHARLES E. ST. JOHN, *Research Division, Mount Wilson Solar Observatory.* Work and publications of research institutions in the United States.
ERNEST THOMPSON SETON. The Woodcrafters.
WINIFRED E. SKINNER, *Librarian, Pasadena High School.* Organization of the high school library.
ALTHEA H. WARREN, *Librarian, San Diego Public Library.* Publicity in San Diego.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School and of the library profession in California. The officers elected to serve in 1919-20 are Mrs. Emilie T. Jackson, president; Eloise Carwyle, vice-president; Van Tyne Smtih, secretary; Cosby Gilstrap, treasurer.

CLASS OF 1919-20

VIDA ABRAHAMS, A.B. (Pomona College) Downey, Cal.
EDITH ADAMS, A.B. (University of Southern California) Los Angeles, Cal.
HELEN SEYMOUR ALDRICH. (One year, Lake Erie College; one year, Western Reserve University) Monrovia, Cal.
HELEN MOORE ALEXANDER. (Three years, University of Southern California)Los Angeles, Cal.
MARY ANDERSON. (Santa Barbara Junior College; one year, Pasadena Public Library) Santa Barbara, Cal.
ELIZABETH ESTELLE BRIDGE, A.B. (Occidental College) Pasadena, Cal.

3. Name and discuss four events that seem to you significant in the growth of democracy in Europe.
4. Charactetrize briefly ten of the following persons, locating each by country and by century:

Wolsey	Sobieski
Cato	Robespierre
Xerxes	Carmen Sylva
James Bryce	Auguste Rodin
Garibaldi	Henry Davison
Alexander Hamilton	Henri Petain
Thomas a. Becket	William James
Noah Webster	Phillips Brooks
Henry David Thoreau	Rabindranath Tagore

5. Define the following:

Americanization	Public utilities
National prohibition	Vocational guidance
Council of national defense	Race-riots
Profiteering	Civic centers
Soviet	Barrage
Magna Charta	Binet-Simon tests
Rehabilitation	Bolshevism

6. Name the ruler and tell the form of government of five of the following countries:

France	Japan
Mexico	Portugal
Switzerland	Czecho-Slovakia
Italy	Poland

7. Locate ten of the following places and mention an event or point of intetrest that makes each stand out in your mind:

Marathon	Ellis Island
Calcutta	Saloniki
Bagdad	Dardanelles
Tours	Picardy
Pisa	Bosworth field
Shantung	Versailles
Alsace Lorraine	Rubicon

8. Mention one person prominent at the present time in five of the following fields:

Education	Music
Science	Social betterment
Journalism	Painting
Railroads	Literary work
Aviation	Drama

GRADUATES OF THE LOS ANGELES PUBLIC LIBRARY TRAINING CLASS AND LIBRARY SCHOOL, 1892-1919

This list includes only the graduates now in library work.

Anderson, Edna A. 1915. Assistant, Long Beach Public Library, Long Beach, Cal.

Bailey, Zita. 1909. Assistant, Library Association, Portland, Ore.

Bean, Ramona. 1911. Attendant, Art Department, Los Angeles Public Library.

Beckley, Stella. 1906. Librarian, Thirtieth Street Intermediate School, Los Angeles.

Bishop, Ruth. 1919. Assistant, Pomona Public Library, Pomona, Cal.

Morality play	Numismatics
Epic poetry	Pedagogy
Spectrum	Archaeology

5. Give author and title and briefly characterize one important work in the literature of each of the following countries:

Norway	Italy
Russia	Spain

India

6. Locate and state briefly what is suggested to your mind by the following: Choose ten.

Acropolis	Stonehenge
Vatican	Stadium
Louvre	Dying Gaul
Colisseum	Sistine chapel
Ford's theatre	Notre Dame
Campanile	Metropolitan mu·eum
Smithsonian institution	Parthenon
Black hole of Calcutta	Cockpit of Europe
Bridge of Sighs	City of seven hills

7. Name (Select 5):
   - Two artists of the Italian renaissance
   - An animal painter
   - A famous work of classical sculpture
   - An American sculptor
   - An American painter
   - A famous Madonna
   - A famous portrait painter
   - A French sculptor
   - Two well-known illustrators

8. Discuss the work of one of the following:

Joseph Conrad	Arnold Bennett
Thomas Hardy	Ernest Poole
John Galsworthy	Vicente Blasco Ibañez

9. Name author and title of works in which ten of the following characters appear:

Titania	Topsy
Tiny Tim	Olivia Primrose
Aladdin	Elizabeth Bennett
Priscilla Alden	Mowgli
Beatrix	Snow-white
Jo March	Mr. Micawber
Wendy	Maid Marian

10. Language test consisting of sight translation of French, German or Spanish.

HISTORY AND CURRENT EVENTS

1. Name three important public questions that have been discussed in President Wilson's administration and discuss one. (About 250 words.)
2. To what condition in Europe did the United States owe the following:
   - Puritan settlement of the 17th century
   - Immigration of the French Huguenots
   - Irish immigration of the 18th and middle 19th century
   - German immigration, 1848
   - Russian and Polish Jew immigration of last 25 years
   - Recent exodus of Finns to this country

Gilstrap, Cosby. 1917. Librarian, Anaheim High School Library, Anaheim.
Girton, Ruth. 1919. Attendant, Vermont Square Branch, Los Angeles Public Library.
Glassey, Margaret. 1917. Assistant Librarian, Polytechnic High School, Los Angeles.
Glenn, Gladys. 1916. Attendant, Juvenile Dept., Los Angeles Public Library.
Goodell, Helen. 1911. Solano County Free Library, Fairfield, Cal.
Graham, Geraldine. 1918. Assistant in charge of work with schools, Colusa County Free Library, Colusa, Cal.
Green, Faith. 1919. Cataloger, Stanislaus County Free Library, Modesto, Cal.
Greenfield, Lieurena Cole. 1919. Librarian, Santa Ana High School, Santa Ana, Cal.
Griffin, Leora Elton. 1919. Children's Librarian, Vermont Square Branch, Los Angeles Public Library.
Guiwits, Nettie. 1911. Librarian, Pico Heights Branch, Los Angeles Public Library.
Gullickson, Minnie. Librarian, Central Avenue Branch, Los Angeles Public Library.
Hammond, Grace. 1916. Attendant, Hollywood Branch, Los Angeles Public Library.
Hanna, Gladys. 1917. Assistant, Long Beach Public Library, Long Beach, Cal.
Hart, Mary G. 1904. Librarian, Arroyo Seco Branch, Los Angeles Public Library.
Hart, Veva L. 1911. Librarian, Vermont Square Branch, Los Angeles Public Library.
Hays, Alice Newman. 1898. Reference Librarian, Stanford University, Cal.
Hieber, Mary. 1910. Librarian, Vernon Branch, Los Angeles Public Library.
Hollingsworth, Josephine. 1913. Indexer, Shipping Board, Washington, D. C.
Hout, Frank Helm. 1918. Assistant, Oregon State Library, Salem, Ore.
Jackson, Mrs. Emilie. 1899. Principal, Periodical Dept., Los Angeles Public Library.
Jacobus, Sarah Mira. 1897. Librarian, Pomona Public Library, Pomona, Cal.
Johnson, Mary Agnes. 1893. Attendant, Order Dept., Los Angeles Public Library.
Jones, Mrs. Eleanor Brodie. 1908. Librarian, Hollywood Branch, Los Angeles Public Library.
Jones, Elizabeth. 1900. Head Cataloger, Pasadena Public Library, Pasadena, Cal.
Kelly, Genevieve. 1918. Teacher-librarian, Corcoran High School, Corcoran, Cal.
Knowlton, Gladys Julia. 1918. Assistant, Pasadena Public Library, Pasadena, Cal.
Lawrence, Grace. 1917. Attendant, Industrial Dept., Los Angeles Public Library.
Littlejohn, Lulu Leah. 1914. Assistant, University of Southern California Library, Los Angeles.
Livingston, Margaret. 1917. Librarian, Colusa County Free Library, Colusa, Cal.

McClees, Sidney Anne. 1918. Children's Librarian, Cahuenga Branch, Los Angeles Public Library.
McKindry, Anna (Mrs. Nisson). 1912. Assistant, San Pedro Branch, Los Angeles Public Library.
McLaughlin, Gertrude. 1918. Assistant, Kings County Free Library, Hanford, Cal.
Madison, Anna (Mrs. Thomas Beeman). 1899. Librarian, Imperial County Free Library, El Centro, Cal.
Marsh, Linnie. 1912. Librarian, Jefferson High School, Los Angeles.
Miller, Elza. 1918. Attendant, Sociology Dept., Los Angeles Public Library.
Morgan, Ella. 1898. Librarian, Lincoln High School, Los Angeles.
Morrison, Edith Iona. 1915. Attendant, Juvenile Dept., Los Angeles Public Library.
Morton, Gabrielle. 1918. Librarian, Coronado Public Library, Coronado, Cal.
Munson, Ida G. 1898. Chief Cataloger, California State Library, Sacramento, Cal.
Newman, Margaret. 1917. Assistant, Kern Country Free Library, Bakersfield, Cal.
Osgood, Edna Bell. 1917. Attendant, Registration and Loans Dept., Los Angeles Public Library.
Ott, Susanna C. 1905. Principal, Reference Dept., Los Angeles Public Library.
Park, Isabelle Langille. 1918. Assistant in charge of work with schools, Stanislaus County Free Library, Modesto, Cal.
Pasko, Beth. 1916. Librarian, Southern California Edison Company, Los Angeles.
Percey, Helen Gladys. 1917. Instructor, Los Angeles Library School.
Perry, Elizabeth Wadsworth. 1908. Assistant, Los Angeles County Library.
Purcell, Rose M. 1915. Attendant, General Literature Department, Los Angeles Public Library.
Putnam, Blanche (Mrs. J. Gardner). 1893. Librarian, Eagle Rock Public Library, Eagle Rock, Cal.
Railsback, Lucia. 1918. Attendant, Moneta Branch, Los Angeles Public Library.
Richardson, Frances Cary. 1919. Children's Librarian, Fresno Free Library, Fresno, Cal.
Richter, Margaret Rose. 1919. Indexer, Chaucer Concordance, Stanford University.
Rooney, Margaret. 1919. Assistant Cataloger, Fresno County Free Library, Fresno, Cal.
Rowland, Helen. 1916. Assistant, Tuolumne County Free Library, Sonora, Cal.
Rusche, Anna. 1914. Assistant, State Normal School, Los Angeles.
Saxton, Harriette A. 1915. Attendant, Vernon Branch, Los Angeles Public Library.
Schaer, Mildred. 1918. Acting Librarian, Hanford Public Library, Hanford, Cal.
Scheck, Alice M. 1913. Principal Attendant, General Literature Dept., Los Angeles Public Library.
Scheuble, Alma B. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Shannon, Monica. 1915. Attendant in charge of publicity, Los Angeles Public Library.

Shearer, Mabel. 1917. Children's Librarian, Minneapolis Public Library, Minneapolis, Minn.
Shipley, Geraldine. 1918. Attendant, Catalog Dept., Los Angeles Public Library.
Sigler, Grace. 1913. Assistant, New York Public Library.
Smith, Elva S. 1899. Children's Librarian, Carnegie Library of Pittsburgh.
Spotts, Helen. 1914. Librarian, Jefferson Branch, Los Angeles Public Library.
Staub, Ruth Anna. 1919. Attendant, Juvenile Department, Los Angeles Public Library.
Stelson, Jean. 1919. Attendant, Playground Libraries, Los Angeles Public Public Library.
Syle, Elizabeth (Mrs. E. S. Madison). Librarian, Oakland High School, Oakland, Cal.
Taylor, Marie. 1917. Attendant, General Literature Dept., Los Angeles Public Library.
Taylor, Mary E. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Thayer, Margaret Field. 1919. Attendant, Order Dept., Los Angeles Public Library.
Thornburg, Florence. 1892. Principal, Catalog Dept., Los Angeles Public Library.
Tollefson, Marie. 1909. Librarian, Sentous Street Intermediate School, Los Angeles.
Tyrrell, Emily Edna. 1919. Assistant, Alhambra Public Library, Alhambra, Cal.
Ulen, Esther C. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Van Deusen, Marjorie. 1907. Librarian, Los Angeles High School, Los Angeles.
Vinton, Margaret. 1916. Assistant, Public Library, Springfield, Mo.
Wa'k, Mathilde. 1912. Assistant, University of Southern California Library, Los Angeles.
Walker, Elizabeth. 1916. Attendant, Reference Dept., Los Angeles Public Library.
Ward, Lou Johnstone. 1919. Attendant, Reference Dept., Los Angeles Public Library.
Waring, Ruth Ann. 1914. Attendant, Art Dept., Los Angeles Public Library.
Warren, Marion. 1919. Attendant, Pico Heights Branch, Los Angeles Public Library.
West, Lucy K. 1910. Attendant, Sociology Dept., Los Angeles Public Library.
Wheat, Edith M. (Mrs. Curtis Locklin). 1903. Librarian, Polytechnic High School, Los Angeles.
White, Grace. 1910. Principal, Sociology Dept., Los Angeles Public Library.
Whyte, Florence. 1909. Assistant, University of Minnesota Library, Minneapolis, Minn.
Williams, Elizabeth Owen. Registrar and Reviser, Los Angeles Library School.
Williams, Rhoda. 1914. Attendant, Stephenson Branch, Los Angeles Public Library.
Woods, Katherine Romel. 1919. Assistant, School Dept., Fresno County Free Library.

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1920-1921

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LOS ANGELES, CALIFORNIA
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FRANCIS J. CONATY
WALTER LINDLEY
FRANK H. PETTINGELL
MRS. KATHERINE G. SMITH

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CIRCULAR OF INFORMATION
1920-1921

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1920

CALENDAR, 1920-21

1920

September 27. School opens.
November 8-13. Week of practice.
November 25-28. Thanksgiving holidays.
December 20. Christmas recess begins.

1921

January 3. Instruction begins.
January 10-February 19. Open courses.
February 22. Washington's birthday.
February 28-March 5. Week of practice.
March 28-April 2. Week of practice.
April 25-30. Library visits.
May 23-27. Final examinations.
May 30. Memorial day.
June 1-30. Month of practice.
June 4. Entrance examination for Library School, 1921-22.
June 18. Efficiency test for Junior Attendant course.
July 1-August 30. Junior Attendant course.

CALENDAR, 1921-22

1921

September 26. School opens.
November 7-12. Week of practice.
November 24-27. Thanksgiving holidays.
December 21. Christmas recess begins.

1922

January 3. Instruction begins.
January 9-February 18. Open courses.
February 22. Washington's birthday.
February 27-March 4. Week of practice.
March 27-April 1. Week of practice.
April 24-29. Library visits.
May 22-28. Final examinations.
May 30. Memorial day.
June 1-30. Month of practice.
June 3. Entrance examination for Library School, 1922-23.
June 17. Efficiency test for Junior Attendant course.
July 1-August 30. Junior Attendant course.

LIBRARY SCHOOL COMMITTEE

WALTER LINDLEY, *Director, Los Angeles Public Library.*
MRS. KATHERINE G. SMITH, *Director, Los Angeles Public Library.*
EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

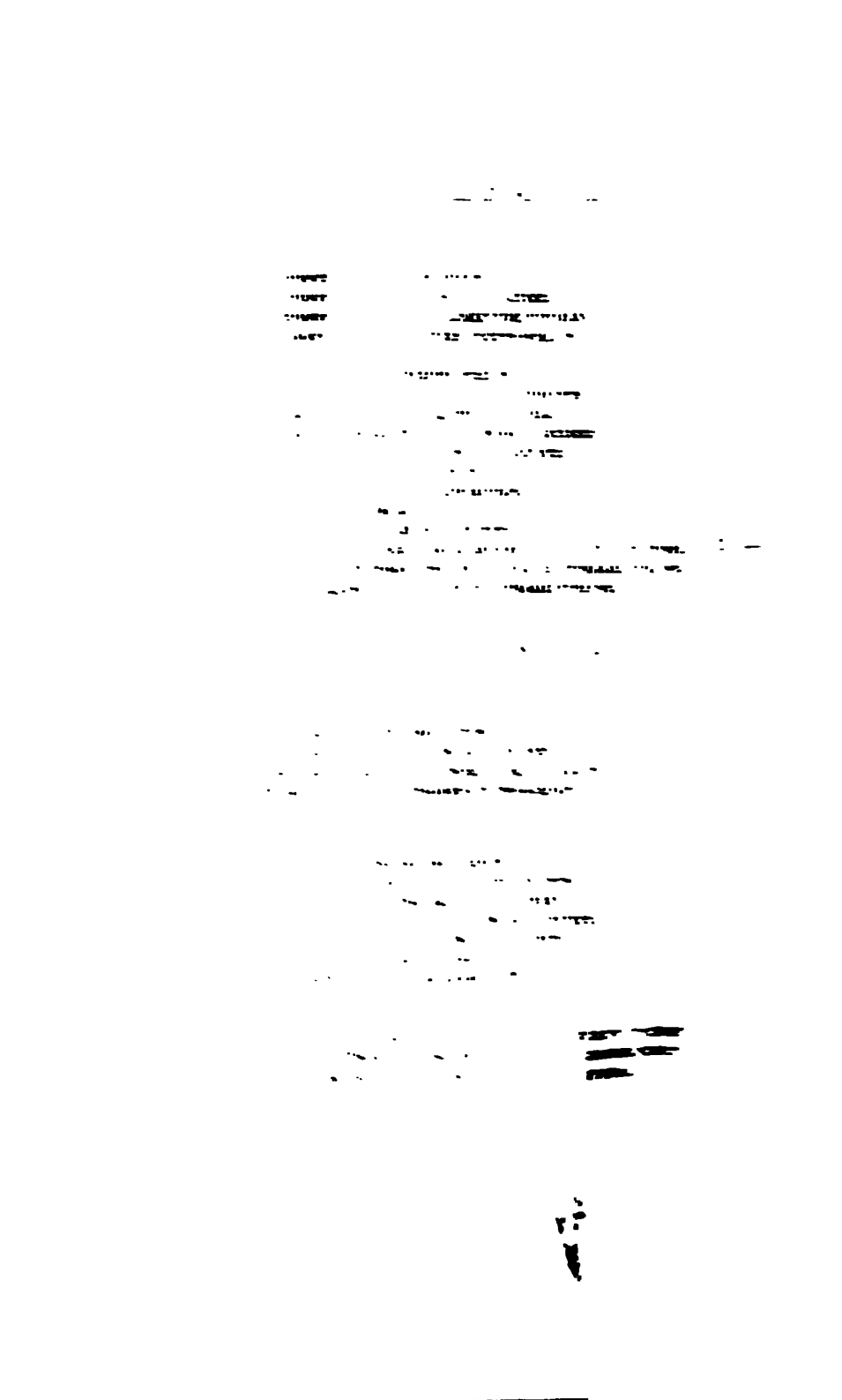
FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, 1911; B. L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-.) Cataloging; High school libraries, Subject bibliography, Order work.

HELEN E. HAINES, *Instructor.* (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor in charge American Catalogue, 1890-95; Assistant Editor and Compiler Bibliography of State Publications and Annual Literary Index; Instructor, Los Angeles Library School, 1914-.) Book selection and Evaluation of fiction; History of books and publishing houses; Book-trade bibliography; Library history.

LOU JOHNSTONE WARD, A. B., *Instructor.* (A. B. Stanford University, 1906; Los Angeles Library School, 1919; Senior attendant, Reference Department and Science and Industry Department, Los Angeles Public Library, 1919-20; Instructor, Los Angeles Library School, 1920-.) Classification, Reference, Documents.

ELIZABETH OWEN WILLIAMS, *Registrar and Reviser.* (Hollywood Junior College, 1917; Los Angeles Library School, 1918; Registrar and Reviser, Los Angeles Library School, 1918-.)



LIBRARY SCHOOL COMMITTEE

WALTER LINDLEY, *Director, Los Angeles Public Library.*
MRS. KATHERINE G. SMITH, *Director, Los Angeles Public Library.*
EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, 1911; B. L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-.) Cataloging; High school libraries, Subject bibliography, Order work.

HELEN E. HAINES, *Instructor.* (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor in charge American Catalogue, 1890-95; Assistant Editor and Compiler Bibli of State Publications and Annu y Index; Instructor, les Library School, 1914-.) Book d Evaluation of fi tory of books and publishing hou de bibliography; itory.

LOU JOHNSTONE *Instructor.* (A. University, 1906; Los Angeles L , 1919; Senior Reference Department and Scie ry Department les Public Library, 1919-20; Instr eles Library -.) Classification, Reference, Doc

ELIZABETH OWEN *Registrar an* (Hollywood Junior College, 1917; L brary Scho gistrar and Reviser, Los Angeles Libr 1918-.)

f the School and Teachers' Department. (Ph. B. New York State Library School, 1898-1900; Public Library, 1900-1907; Assistant to the School for Children's Librarians, Pittsburgh, training Class, Chicago Public Library, 1910-17; alifornia Summer Session in Library Methods, l and Teachers' Department, 1919-.) Current ork with schools.

cts are also given by the following members of the staff: CLARA BYRNE, ELEANOR W. CARUTHERS, COOLEY, GLADYS CROWE, REBA DWIGHT, GEORGE EMILIE T. JACKSON, ANNA MAUDE KIMBERLY, ROWELL, MONICA SHANNON, MARGARET S. SHARPE, V. WINLOW.

INSTRUCTORS GIVING FULL COURSES

ALICE A. BLANCHARD, B. L., *Principal of Department of Children's Work.* (B. L. Smith, 1903; New York State Library School, 1903-05; Carnegie Library of Pittsburgh Training School for Children's Librarians, 1906; Head of Children's Department, Seattle Public Library, 1906-08; Head of School Department, Newark (N. J.) Public Library, 1909; Head of Schools Division, Seattle Public Library, 1910-12; First Assistant, Carnegie Library School and Children's Department, Carnegie Library, Pittsburgh, 1913-14; Head of Work with Schools and Children, Newark (N. J.) Public Library, 1915-19; Principal of Department of Children's Work, Los Angeles Public Library, 1920-.) Library work with children.

ZAIDEE BROWN, A. B., *Librarian, Long Beach Public Library.* (A. B. Stanford University, 1898; New York State Library School, 1901-03; Librarian, St. Agnes School Library, Albany, 1901-03; Classifier and cataloger, Brookline Public Library, 1903-05; Assistant librarian, Brookline Public Library, 1905-08; Instructor, Simmons College Summer Course in Library Science, 1907; Library organizer, New York State Library, 1908-10; Agent, Massachusetts Free Public Library Commission, 1910-14; Librarian, Long Beach Public Library, 1914-.) Administration.

GERTRUDE E. DARLOW, *Principal of the Department of General Literature.* (Los Angeles Public Library Training Class, 1893; Assistant, Los Angeles Public Library, 1892-1904; Principal of the Circulation Department, 1904-17; Principal of the Department of Literary Advancement, 1917-19; Principal of the General Literature Department, 1919-.) Recent literature.

FRANCES R. FOOTE, *Principal of the Fiction Department.* (Los Angeles Public Library Training Class, 1904; Cataloger, Pomona College Library, 1904-05; Acting Librarian, Pomona College Library, 1905-07; Librarian, Occidental College Library, 1907-11; Branch librarian, Washington Branch, Los Angeles Public Library, 1911-14; Arroyo Seco Branch, 1914-17; Principal of the Registration Department, 1917-19; Principal of the Fiction Department, 1919-.) Current events.

HELEN T. KENNEDY, B. L. S., *Principal of the Branches Department.* (University of Illinois Library School, 1903; Jacksonville (Ill.) Public Library, 1903-05; Librarian, Kewanee (Ill.) Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal of the Branches Department, 1912-.) Loan administration.

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-.) Bookbinding.

FAITH E. SMITH, *Principal of the School and Teachers' Department.* (Ph. B. Northwestern University; New York State Library School, 1898-1900; Librarian, Sedalia (Mo.) Public Library, 1900-1907; Assistant to the Director of the Training School for Children's Librarians, Pittsburgh, 1907-10; Director of the Training Class, Chicago Public Library, 1910-17; Director, University of California Summer Session in Library Methods, 1912-1915; Principal, School and Teachers' Department, 1919-.) Current library topics, Library work with schools.

Lectures on various subjects are also given by the following members of the Los Angeles Public Library staff: CLARA BYRNE, ELEANOR W. CARUTHERS, GLADYS CASE, LAURA C. COOLEY, GLADYS CROWE, REBA DWIGHT, GEORGE HERZOG, SADIE HOFFMAN, EMILIE T. JACKSON, ANNA MAUDE KIMBERLY, SUSANNA C. OTT, CLARA ROWELL, MONICA SHANNON, MARGARET S. SHARPE, LAURA THOMPSON, CLARA V. WINLOW.

LOCAL LECTURERS, 1919-1920

DOUGLAS DONALDSON, *Otis Art Institute.* Books for craftsmen: metal work and jewelry.

SUSAN M. DORSEY, *Superintendent, Los Angeles City Schools.* The library and the schools.

ESTELLE HEARTT DREYFUS. Books and the musician.

JESSIE SAFFORD EDWARDS, *Jefferson High School.* Books and the teacher of music.

MAY GEARHART, *Supervisor of Art, Los Angeles City Schools.* Art in the schools.

NELLIE HUNTINGTON GERE, *University of California, Southern Branch.* Art appreciation.

LETA HORLOCKER. Books for craftsmen: design.

ROCKWELL D. HUNT, *University of Southern California.* Economic problems of today.

W. FRANKLIN JONES, *University of Southern California.* Recent theories of education.

HENRIETTA H. KAPP. Books for craftsmen: interior decoration.

FRANK J. KLINGBERG, *University of California, Southern Branch.* Teaching history through biography.

WALTER LINDLEY, *Director, Los Angeles Public Library.* The fascination of book-collecting.

ELIZABETH MCGAFFEY, *Librarian, Lasky Studio.* Motion picture libraries.

VIRGINIA MOORE, *Director, Girls' Clubs, Y. W. C. A.* Boys' and girls' clubs.

C. C. PARKER, *Parker's Book-store.* Younger publishing firms.

STEPHANI SCHUTZE. Stories for boys.

KATHERINE G. SMITH, *Director, Los Angeles Public Library.* Poetry of the great war.

LOUISE PINCKNEY SOOY, *University of California, Southern Branch.* Costume design.

MARJORIE VAN DEUSEN, *Librarian, Los Angeles High School.* Organization of the high school library.

C. J. VAN VLIET, *Librarian, Krotona Institute.* Modifications of classification for a special library.

A. C. WEATHERHEAD, *University of Southern California.* Books for architects.

EDWARD WESTON. Books for photographers.

FLORENCE YOCH. Books about gardens.

VISITING LECTURERS, 1920-1921

ALLAN ABBOTT, *Professor of English, Teachers College, Columbia, New York City.* The teacher of English and the school library.

EDNA I. ALLYN, *Librarian, Library of Hawaii, Honolulu, T. H.* Library extension in the Hawaiian Islands.

THEODORA R. BREWITT, *Librarian, Alhambra Public Library, Alhambra, Cal.* Community co-operation.

JOHN COLLIER, *Director of Americanization, California State Commission of Immigration and Housing.* The library and its opportunity.

ELIZABETH CONNOR, *Librarian, Mt. Wilson Solar Observatory Library, Pasadena, Cal.* Scientific libraries.

BLANCHE C. COVENEY, *formerly Librarian, Glenville High School, Cleveland, Ohio.* Co-operation with teachers in a school library.

MARY E. DOWNEY, *Library Organizer, Salt Lake City, Utah.* Library commissions; Literature and culture. (Two lectures.)

JEANNETTE M. DRAKE, *Librarian, Pasadena Public Library, Pasadena, Cal.* Library publicity; Library service. (Two lectures.)

MABEL R. HAINES, *Executive Secretary, County Welfare Commission of San Bernardino.* The library as a social agency.

JENNIE HERRMAN, *Librarian, San Diego County Library, San Diego, Cal.* Reaching the people in the county.

SARAH M. JACOBUS, *Librarian, Pomona Public Library, Pomona, Cal.* How to give yourself a graduate course.

KATHARINE D. KENDIG, *Assistant Librarian, Santa Barbara County Free Library, Santa Barbara, Cal.* The American Telephone Company Library.

LOUISE B. KRAUSE, *Librarian, H. M. Byllesby Company, Chicago.* Qualifications of a business librarian.

ANNABEL PORTER, *Chief, Children's Department, Tacoma Public Library, Tacoma, Wash.* Children's book week.

BERTHA T. RANDALL, *formerly Librarian, East Liberty Branch, Carnegie Library, Pittsburgh.* The Carnegie Library of Pittsburgh.

ELIZABETH RIDDELL, *Librarian, Elementary School Library, Long Beach, Cal.* Library work in the city schools.

CHARLES E. ST. JOHN, *Research Division, Mt. Wilson Solar Observatory, Pasadena, Cal.* Publications of scientific societies.

WINIFRED E. SKINNER, *Librarian, Pasadena High School Library, Pasadena, Cal.* Discipline in the high school library.

MAUD D. SULLIVAN, *Librarian, El Paso Public Library, El Paso, Texas.* Library work along the border.

HELEN B. SUTLIFF, *Chief, Cataloging Department, Stanford University Library.* Special collections in the Stanford library.

ALTHEA H. WARREN, *Librarian, San Diego Public Library, San Diego, Cal.* Publicity in San Diego; The Sears-Roebuck Library. (Two lectures.)

THE LIBRARY SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded, until the admission, in July, 1918, of the Library School of the Los Angeles Public Library to membership in the Association of American Library Schools, marks its professional acceptance as an accredited library school of recognized standing.

There is a wide and rapidly growing field for the service which the Library School of the Los Angeles Public Library is equipped to render. Bureau of Education statistics concerning libraries show that the increase in free book service through city, town, and county libraries has been of recent years much greater in the western states than in any other section of the country. With this increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and a consequently greater demand for library workers possessing definite technical qualifications.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school on account of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public, school, and society libraries, exclusive of the branches of the county and city systems. Of this number, 35 contain more than 5,000 volumes, and three rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with 300 branches and more than 200,000 volumes; the Los Angeles Public Library, with 200 distributing agencies and 400,000 volumes; and the Los Angeles City School Library, with 200,000 volumes, including all the supplementary text-books used in the elementary schools. There is also in the immediate vicinity of Los Angeles one of the great world collections of rare books—the Henry E. Huntington Library, which must soon become a national research center for scholars and bibliographers. Of the total number of libraries in Los Angeles County, 21 are free public libraries, 53 are school libraries, and 27 are special libraries serving various societies or institutions. Notable among the latter class are the Barlow Medical Library, of Los Angeles, and the Mount Wilson Solar Observatory Library, of Pasadena. School libraries are numerous and extensive, and represent all varying types, from the elementary school libraries of Los Angeles and Pasadena, each serving an entire public school system, to the library of the Los Angeles Normal School, now the Southern Branch of the University of California, in an attractive building of its own, and those of the University of Southern California, and of Pomona and

Occidental Colleges. There are 17 junior high school and high school libraries, well equipped and administered, in Los Angeles alone, and high school library development elsewhere has reached a high standard of effectiveness.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions, and concerts. A partial indication of these includes:

Two symphony orchestras giving fortnightly concerts.

Three Philharmonic series, including, during the winter season, more than twenty concerts by famous musicians.

Two choral societies giving regular concerts during the season.

Lecture courses under the auspices of the Los Angeles Teachers' Club and kindred organizations.

A Woman's City Club, with weekly noon meetings, where local and national problems are presented.

Two large women's clubs, whose section meetings are open to visitors.

An active Drama League, with evening meetings.

A Story Tellers' League, which meets in the library.

The Southwest Museum, illustrating in its collections the early Spanish and Indian history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountains combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, reaching out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the classroom. The central library, in which the school is quartered, occupies four upper floors in a ten-story office building in the heart of the city. In arrangement and equipment it represents intensive library planning of a most effective kind, serving both as the administrative headquarters of the entire system and as center for an immense volume of public use, in circulation, reference, specialized study, general reading, and use by children. Among the distributing agencies of the system are eight Carnegie branch buildings, six built within the last eight years; smaller branches in rented quarters; playground collections; and deposit stations of many kinds, so that students are able, in supervised practical work, to become familiar with details of small-library equipment and management, as well as with the problems of a large city library system.

SCHOOL QUARTERS

The Library School occupies a class room and a faculty room on the tenth floor of the building in which the central library is quartered. Windows fill two walls of the class room, providing light and air in abundance.

From the entrance corridor, the roof is accessible, and is used by the students for five-minute promenades between the fifty-five-minute lecture periods.

Locker facilities are provided on the ninth floor. School-room equipment includes individual desks, eight typewriters for practice work, and an extensive reference collection of books, pamphlets, periodicals and reference material used in class work. In its files of library publications and reports, and in bibliographical and library economy material, this collection is already fairly complete for recent years. It is carefully kept up to date for current material, and constant effort is made to extend and round it out, so that it may be developed into a strong, permanent reference collection, illustrating all phases of library activity.

ENTRANCE REQUIREMENTS

Age. Applicants must be over twenty and under thirty-five years of age, except in the case of persons who have had considerable previous library experience or other special qualifications.

Education. As a good education is an essential foundation for library work, no applicants are accepted who have not had at least four years of high school or its equivalent, and for the regular course, two years of college will ordinarily be required. Four years of college is strongly advised, and is essential for school library work. A knowledge of literature, history, economics, sociology, and modern languages, especially French, German, and Spanish, makes the best preparation for library work.

Entrance Examination. All candidates who are not college graduates must pass an entrance examination in literature, history, current events, and general information, and in sight translation of one modern language, which may be French, German, or Spanish, as preferred. Specimens of the questions asked will be found on page 17 of this circular. This examination is held in the Los Angeles Public Library on the first Saturday in June, so that successful applicants may have time for the required reading and typewriting practice before school opens in October. If it seems advisable, a second examination will be given in September, for later applicants. Applicants living at a distance, who find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that applicants come to Los Angeles if possible.

College Graduates. Graduates of accepted colleges are not required to take the entrance examination, but are subject to all other requirements for admission to the school.

Personal Fitness and Scholarship. Since many more candidates apply each year than can be received, only those are accepted who seem to possess the best educational and personal qualifications for library work. These qualifications are tested in an interview with the Librarian and Principal, or with some designated person in case of applicants who are unable to come to Los Angeles, and through careful investigation of references.

Typewriting. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

Health. Good health is essential for success in library work, as in most other vocations. Each candidate is required to furnish a certificate of health signed by a physician or authorized practitioner before entering the school.

Practical Work. Accepted applicants who have not had library experience are requested to spend at least two weeks in some well-organized library before entering the school. Applicants who wish to do so may take this preliminary practice in the Los Angeles Public Library.

Probation. Accepted candidates are on probation during the first two months of school. At the end of this time, if it becomes apparent that a student is not fitted for library work, that student will be notified and asked to leave the school. Although it is generally possible to know at the end of two months if students are not able to do satisfactory work, the school reserves the right to make this decision at any time during the school year.

TUITION AND EXPENSES

The fee for tuition is $50 to all residents of Los Angeles County; for other students the fee is $75.

A registration fee of $5, which will be applied on the first installment of tuition, must be paid by the candidate when accepted for admission to the school. In case of withdrawal, this fee will be retained to cover expenses of correspondence, etc.

Students' expenses for books, stationery and other supplies should not exceed $25; a few of the text-books may be loaned to students, if desired. An allowance of $25 must be made for library visiting trips, which include Santa Barbara, San Diego, and other cities near Los Angeles.

A satisfactory room with breakfasts and dinners may be procured for from $40 to $50 a month. The Principal will furnish addresses and information upon request.

POSITIONS

The school does not promise to provide positions for its graduates. Up to the present, however, graduates have had no difficulty in obtaining positions within a short time. In fact, the demand for trained library workers has been greater than the supply, and in view of the rapid development of libraries in the Southwest, it is probable that this will be true for some years to come. Beginning salaries range from $85 to $125 a month.

As the number of students is limited, only those should apply who intend to enter library work immediately after graduation. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer following graduation. This substitute work is paid for at the usual rates.

Graduates who wish positions in the Los Angeles Public Library must pass a city civil service examination, which is a prerequisite to all municipal employment. Students receive no compensation during the school year except for occasional substitute work.

A list of students of the former Library Training Class and present Library School, from 1892 to 1920, who are now in library work, will be found on page 20, with indication of positions now held.

UNIVERSITY CREDITS

Credit toward graduation has been granted to students who complete the course in the Los Angeles Library School by the University of California, Stanford University, Pomona College, Occidental College, the Univer-

sity of Southern California, the University of Oregon, and the University of New Mexico. These recognize the year's work in the school as the equivalent of study toward the degree of Bachelor of Arts in these institutions.

Occidental College offers a combined course of academic and professional study, in which three years are spent at the college and the senior year in the Los Angeles Library School. The degree of A. B. is granted to students who meet the requirements of both institutions and write a thesis satisfactory to the faculties of the college and the library school.

HIGH SCHOOL LIBRARIAN'S CERTIFICATE

In California, a special certificate, similar to that of a high school teacher, is required of high school librarians. Students who are college graduates are eligible for this certificate, after completing the year's course, including the elective course in school libraries.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—the knowledge and use of books in daily life. In the outline, it should be noted that "period" refers to fifty-five-minute lectures or seminar periods. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

Order, accession, and shelf-listing. A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given. *Miss Horton.* [*8 periods.*

Classification. Study of the Decimal system. Exercises in classifying selected books follow lectures. Lectures are given on other classification systems, including the Cutter, Library of Congress, and the Institut International de Bibliographie. The importance of adapting classification to the need of special localities and types of libraries is emphasized through the discussion of specific books. Methods of simplification, especially in biography and literature, are taught. The study of book numbers is included in this course. *Miss Ward.* [*30 periods.*

Cataloging and subject headings. The course includes lectures, recitations, and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules mimeographed on cards for convenience in study and reference are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed. The A. L. A. subject headings is checked by each student. *Miss Horton.* [*45 periods.*

Binding and repair.

a. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are three hours, and include lectures, demonstration, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.* [*18 periods.*

b. Mechanical processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. *Mr. Herzog.* [*5 periods.*

Minor technical subjects. Note-taking, library hand, public speaking, business correspondence, collection and care of pamphlets, clippings, pictures, etc., are covered in lectures, tests, and practical demonstrations. *Various lecturers.* [*15 periods.*

BIBLIOGRAPHICAL COURSES

Book selection. Designed to familiarize, so far as possible, with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in Biography, History, Travel, Sociology, Nature and Popular science, and Religion; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use. *Miss Haines.* [*25 periods.*

b. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year. *Miss Haines.* [*10 periods.*

c. Systematic study and checking of *Publishers' Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with comparative study and discussion of *Booklist* and *Book Review Digest. Miss Haines.* [*About 15 periods.*

Recent literature. Review and discussion of books in literature (especially Modern Poetry, Drama, and Essays). *Miss Darlow.* [*15 periods.*

History of books and publishing.

a. History of books and printing. Early ages of book history, the printing era, early printed books. *Miss Haines.* [*5 periods.*

b. Publishing houses; their history and specialties. Historical development; history and characteristics of leading American and English publishing houses; specialized publishers; book-trade knowledge of value in selection and buying for libraries. *Miss Haines.* [*10 periods.*

Book-trade bibliography. Historical development, national book-trade bibliographies of Europe; English and American book-trade bibliography, general, national, and special; related bibliographical aids, important catalogs, and special bibliographies. *Miss Haines.* [*8 periods.*

Bibliography. Study of most important subject bibliographies, with practice in making reading lists and an original bibliography, assigned to give a working knowledge of the bibliographical aids useful in general library work. *Miss Horton.* [*12 periods.*

Theses and bibliographies. Each student is required to spend a minimum of fifty hours in preparing a final bibliography or thesis on some phase of library work. These must be submitted and accepted before the certificate of graduation is given. Subjects are chosen with a view to their practical value. *Miss Horton.*

Reference work. Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture, and the results are discussed in class. Problems are given in the comparison of books on the same subject and in selection of reference works for libraries of different sizes. *Miss Ward.* [*45 periods.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications, indexes, methods of acquisition and arrangement. Includes also the study of state and city documents. Cataloging methods are included in the course in cataloging. *Miss Ward.* [*10 periods.*

Current library topics. Class discussions of library problems based on articles appearing in the reports and bulletins of libraries and in American and English periodicals. *Miss Smith.* [*10 periods.*

Current events. Round table devoted to the review of important current activities and events, designed to give practice in the use of periodicals and to develop judgment of the value of the material presented. *Miss Foote.* [*10 periods.*

ADMINISTRATIVE COURSES

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, the functions of the library board, extension work, publicity, reports, statistics, printing and business methods. *Mr. Perry, Miss Brown, Miss Drake, Miss Kennedy.* [*17 periods.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. *Miss Kennedy.* [*6 periods.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, of registering borrowers, deposits, dues, lost books, and other subjects connected with book circulation. *Miss Kennedy, Miss Kimberly.* [*15 periods.*

History of the library movement. History of European libraries, early and present; American library movement; library associations and library periodicals; great American libraries and their specialties; American library biography. Assigned reading and special reports on each topic. *Miss Haines.* [*10 periods.*

The library and public affairs. A series of lectures by different instructors and special lecturers designed to bring out the relation of the library to community life. Includes talks on social betterment agencies, municipal

and government activities and problems, methods of working with local organizations, neighborhood survey, etc. [*15 periods.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student, and results are reported in class.

SPECIAL COURSES

Library work with children.

a. Children's literature. Lectures with reading and discussion on the history of children's books and selection of books for children. Required of all students. *Miss Blanchard, Miss Britton, Mrs. Case.* [*20 periods.*

b. Administration of children's rooms. An elective course of lectures on administrative problems designed for students who wish to be children's librarians. *Miss Blanchard.* [*5 periods.*

c. Story-telling. Principles underlying the art of story-telling, applied to the selection, adaptation and oral presentation of stories. Students electing this course will tell stories in the playground and other branches of the library. *Miss Blanchard and others.* [*12 periods.*

Library work with schools. Lectures and reading required of those electing the children's or high school library course. The work of the school and teachers' department, deposit stations in the schools, educational theories and books are discussed in order to give an intelligent understanding of the possibilities of co-operation with teachers. *Miss Smith.* [*5 lectures.*

School libraries. A survey of the school library movement, with special emphasis on work in high schools. Five lectures are required of all students; the remaining ten are devoted to special phases of administration, with problems and required reading, and may be elected by members of the class who are college graduates and who wish to specialize in school library work. As a supplement to the lectures, these students will be given special practice in high school libraries. *Miss Horton.* [*15 periods.*

County libraries. Development of county library extension; California system, the law, aims, and methods. Lectures are given in the Los Angeles County Free Library, with exposition of records and equipment. Practice work in the County Library is assigned to students who are especially interested in the work. *Miss Vogelson.* [*10 periods.*

Business libraries.

a. Lectures and assigned reading describing the characteristics and methods of different types of special libraries. *Miss Haines and others.* [*5 periods.*

b. Principles and methods of indexing and filing as developed in public and special libraries. Four hours devoted to alphabeting are required of all students; the others on filing methods may be elected. *Miss Williams.* [*10 periods.*

PRACTICE WORK

The month of June and three other periods of a week each during the winter are devoted to supervised practice in the Los Angeles Public Library and its branches. A few students are also assigned to the local high schools and to the Los Angeles County Free Library. Experience is gained both in technical routine and in work with the public. Discussions of problems met

follow each laboratory period. This work serves not only to test the ability of students when confronted with actual conditions, but also makes clear much of the class work. [*About 282 hours.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and lectures vary from year to year. See list on pages 6 and 7. [*About 20 periods.*

OPEN COURSES

During six weeks in the spring certain courses devoted to broader aspects of librarianship are grouped for convenience of persons already in library work who wish to continue their professional training or gain inspiration from special lecturers. These courses are an integral part of the year's work and are required of the regular students, but they are also open to the members of the staff of the Los Angeles Public Library and to other library workers interested. The subjects offered in 1920-21 are Book selection, Library work with children and schools, Advanced administration, Special libraries, Reference and book selection in the art and music departments. The fee for the lectures, round table discussions, and library visits during the six weeks is $15.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of July and August. Lectures, problems, and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, registration and loan departments and to the branches for supervised practice.

Candidates for this course should be high school graduates between eighteen and twenty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work on the third Saturday in June. The fee for the course is $5, to cover cost of supplies. No one should apply for admission to the class who does not intend to go into library work after completing the course.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School and of the library profession in California. The officers elected to serve in 1920-21 are: Mrs. Emilie T. Jackson, president; Eloise Carwyle, vice- president; Van Tyne Smith, secretary; Cosby Gilstrap, treasurer.

CLASS OF 1921

ETHELWYN BADGER. (One year Cleveland Public Library.) Adelaide, Australia.

MARIE HEYERMAN BIDDLE. (One year El Paso Public Library.) El Paso, Texas.

ROBERTA BOWLER. (Pomona Junior College; one year Pomona Public Library.) Pomona, Cal.

MARY ALICE BOYD, B. A. (University of Oklahoma.) Albuquerque, N. M.

FRANCES EMILY COOLIDGE, Ph. B. (Redlands University.) Pasadena, Cal.
DORIS ELDRIDGE CRUMP (Two years College of the Pacific; six months San Jose Public Library.) San Jose, Cal.
LILA GRACE DOBELL, B. S. (Oregon Agricultural College; six years Oregon Agricultural College Library.) Corvallis, Ore.
KATHERINE FOLGER, A. B. (Occidental College.) Eagle Rock, Cal.
HELEN HAMILTON, A. B. (Pomona College.) Pasadena, Cal.
RUTH ANNICE HEALTON. (Fullerton Junior College; two years Inyo County Free Library.) La Habra, Cal.
LILLIAN TAYLOR LEONARD. Detroit, Mich.
ROSEMARY EARNSHAW LIVSEY. (Four years East Greenwich Public Library, East Greenwich, R. I.; one year Los Angeles Public Library.) Glendale, Cal.
MABEL ESTER LUNN, A. B. (Dakota Wesleyan University; four years Dakota Wesleyan University Library.) Mitchell, S. D.
ELSIE MCCORMICK. (Two years Los Angeles Public Library.) Los Angeles, Cal.
PEARL MCDOWELL. (Eight years Clear Lake Public Library, Clear Lake, Iowa.) Clear Lake, Iowa.
FRANCES ELIZABETH MATCHETTE. (Two years Elmira College; two years Elmira College Library.) Towanda, Penn.
HARRIET LUCILLE MATHER, A. B. (Pomona College.) Rivera, Cal.
GERTRUDE MARY MENDENHALL, A. B. (Stanford University.) Santa Barbara, Cal.
MARY K. MILLER, A. B. (University of Nebraska.) Los Angeles, Cal.
ALPHA PERKINS. (Four years Lebanon Public Library, Lebanon, Ind.; one year Fowler Public Library, Fowler, Ind.) Los Angeles, Cal.
HELEN ESTELLE RICE. (One year Pomona College.) Hanford, Cal.
REBA MARION RICHARDSON, A. B. (Occidental College.) Glendale, Cal.
MABEL ELLA SMITH, A. B. (University of Southern California.) Montebello, Cal.
MARY MARJORIE SMITH, A. B. (Pomona College; two years Pomona College Library.) La Verne, Cal.
EDNA STONEBROOK, B. A. (University of California; one year, University High School Library, Oakland.) South Pasadena, Cal.
CHRISTINE WATSON. (One year Mills College.) Los Angeles, Cal.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE AND GENERAL INFORMATION

1. Name five great writers of drama, five of poetry, five of fiction, and five of either history or essays. Make your list as universal as possible, mentioning at least one work of each and giving nationality.
2. Name some of the men identified with each of the following literary groups:

English Lake poets	French romanticists
Pre-Raphaelites	Restoration dramatists
Transcendentalists	Scandinavian dramatists
Augustan age of English literature	Roman poets

3. State nationality and characterize briefly an important work of ten of the following:

Petrarch	Adam Smith
Moliere	Echegaray
Ibsen	Stephen Phillips
H. G. Wells	James Lane Allen
Agnes Repplier	D'Annunzio
G. K. Chesterton	Spenser
Taine	Dostoievski

4. What is the significance to you of the following terms: (Answer 10.)

Troubadours	Pons asinorum
John Doe and Richard Roe	Morality play
Imagists	Epic poetry
Vers libre	Spectrum
Metaphor	Numismatics
Stamen	Pedagogy
A priori	Archæology

5. Give author and title and briefly characterize one important work in the literature of each of the following countries:

Norway	Spain
Russia	India
Italy	

6. Locate and state briefly what is suggested to your mind by the following: (Choose 10.)

Acropolis	Black hole of Calcutta
Vatican	Bridge of Sighs
Louvre	Stonehenge
Colosseum	Stadium
Ford's theatre	Dying Gaul
Campanile	Sistine chapel
Smithsonian institution	Notre Dame
Metropolitan museum	Cockpit of Europe
Parthenon	City of seven hills

7. Name: (Select 5.)

Two artists of the Italian renaissance	An American painter
	A famous Madonna
An animal painter	A famous portrait painter
A famous work of classical sculpture	A French sculptor
	Two well-known illustrators
An American sculptor	

8. Discuss the work of one of the following:

Joseph Conrad	Arnold Bennett
Thomas Hardy	Ernest Poole
John Galsworthy	Vicente Blasco Ibañez

9. Name author and title of works in which ten of the following characters appear:

Titania	Jo March
Tiny Tim	Wendy
Aladdin	Topsy
Priscilla Alden	Olivia Primrose
Beatrix	Elizabeth Bennett

Mowgli	Mr. Micawber
Snow-white	Maid Marian

10. Language test consisting of sight translation of French, German, or Spanish.

HISTORY AND CURRENT EVENTS

1. Name three important public questions that have been discussed in President Wilson's administration, and discuss one. (About 250 words.)
2. To what condition in Europe did the United States owe the following:
   Puritan settlement of the seventeenth century.
   Immigration of the French Huguenots.
   Irish immigration of the eighteenth and middle nineteenth century.
   German immigration, 1848.
   Russian and Polish Jew immigration of last 25 years.
   Recent exodus of Finns to this country.
3. Name and discuss four events that seem to you significant in the growth of democracy in Europe.
4. Characterize briefly ten of the following persons, locating each by country and by century:

Wolsey	Sobieski
Cato	Robespierre
Xerxes	Carmen Sylva
James Bryce	Auguste Rodin
Garibaldi	Henry Davison
Alexander Hamilton	Henri Petain
Thomas a Becket	William James
Noah Webster	Phillips Brooks
Henry David Thoreau	Rabindranath Tagore

5. Define the following:

Americanization	Public utilities
National prohibition	Vocational guidance
Council of national defense	Race-riots
Profiteering	Civic centers
Soviet	Barrage
Magna Charta	Binet-Simon tests
Rehabilitation	Bolshevism

6. Name the ruler and tell the form of government of five of the following countries:

France	Japan
Mexico	Portugal
Switzerland	Czecho-Slovakia
Italy	Poland

7. Locate ten of the following places and mention an event or point of interest that makes each stand out in your mind:

Marathon	Ellis Island
Calcutta	Saloniki
Bagdad	Dardanelles
Tours	Picardy
Pisa	Bosworth field
Shantung	Versailles
Alsace-Lorraine	Rubicon

8. Mention one person prominent at the present time in five of the following fields:

Education	Music
Science	Social betterment
Journalism	Painting
Railroads	Literary work
Aviation	Drama

GRADUATES OF THE LOS ANGELES PUBLIC LIBRARY TRAINING CLASS AND LIBRARY SCHOOL
1892-1920

This list includes only the graduates now in library work

Abrahams, Vida K. 1920. Attendant, Catalog Dept., Los Angeles Public Library.

Aldrich, Helen S. 1920. Attendant, Art Dept., Los Angeles Public Library.

Alexander, Helen M. 1920. Attendant, Sociology Dept., Los Angeles Public Library.

Anderson, Edna A. 1915. Assistant, Long Beach Public Library, Long Beach, Cal.

Anderson, Mary. 1920. Librarian, Rosicrucian Fellowship, Oceanside, Cal.

Bailey, Zita. 1909. Assistant, Library Association, Portland, Ore.

Bean, Ramona. 1911. Library Dept., Library Bureau, Los Angeles, Cal.

Bishop, Ruth. 1919. Assistant, Pomona Public Library, Pomona, Cal.

Boynton, Elizabeth. 1915. Attendant, Hollywood Branch, Los Angeles Public Library.

Boynton, Mary. 1904. Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula, Cal.

Brenton, Dorothy H. 1919. Assistant, Glenn County Free Library, Willows, Cal.

Bridge, Estelle. 1920. Attendant, General Literature Dept., Los Angeles Public Library.

Brown, Charlotte M. 1905. Librarian, University of Southern California, Los Angeles, Cal.

Brown, Saxon. 1916. Librarian, East Branch, Pasadena Public Library, Pasadena, Cal.

Burton, Ruth. 1917. Assistant, Long Beach Public Library, Long Beach, Cal.

Byrne, Clara M. 1920. Children's Librarian, San Pedro Branch, Los Angeles Public Library.

Caldwell, Gladys. 1919. Assistant, Santa Barbara Free Public Library, Santa Barbara, Cal.

Carwyle, Eloise. 1908. Librarian, Lafayette Junior High School, Los Angeles, Cal.

Chase, George E. 1920. Attendant, Science and Industry Dept., Los Angeles Public Library.

Clark, Loretto. 1906. Assistant, City School Library, Los Angeles, Cal.

Clements, Alma. 1919. Assistant, Long Beach Public Library, Long Beach, Cal.

Coleman, Shirley. 1903. Attendant, Catalog Dept., Los Angeles Public Library.

Coman, Caryl. 1913. Librarian, Brooklyn Branch, Portland Library Association, Portland, Ore.

Conant, Helene. 1920. Assistant, San Diego Public Library, San Diego, Cal.
Connor, Elizabeth. 1916. Librarian, Mt. Wilson Solar Observatory Library, Pasadena, Cal.
Cooley, Laura. 1905. Principal attendant, Reference Dept., Los Angeles Public Library.
Cory, Mabel W. 1905. Librarian, San Pedro High School Library, Los Angeles, Cal.
Crawford, Doris. 1915. Reference librarian, Carnegie Library, Boise, Idaho.
Crowe, Gladys. 1914. Principal attendant, Juvenile Dept., Los Angeles Public Library.
Darlow, Gertrude E. 1893. Principal, General Literature Dept., Los Angeles Public Library.
Diehl, George Anton. 1919. Attendant, Fiction Dept., Los Angeles Public Library.
Dills, Clara B. 1905. Librarian, Solano County Free Library, Fairfield, Cal.
Doan, Jean. 1905. Librarian, Van Nuys High School, Los Angeles, Cal.
Domers, Emily Rose. 1920. Attendant, Science and Industry Dept., Los Angeles Public Library.
Dunn, Mabel. 1893. Librarian, Manual Arts High School, Los Angeles, Cal.
Dwight, Reba. 1920. Children's Librarian, sub-branches, Los Angeles Public Library.
Ellis, Victoria. 1898. Principal, Science and Industry Dept., Los Angeles Public Library.
Ellsworth, Elizabeth. 1916. Attendant, Registration and Loan Dept., Los Angeles Public Library.
Emmons, Louise Wilbur. 1918. Children's Librarian, Central Avenue Branch, Los Angeles Public Library.
Foote, Frances R. 1904. Principal, Fiction Dept., Los Angeles Public Library.
Fove, Betsy. 1907. Principal attendant, Branches Dept., Los Angeles Public Library.
Galantiere, Lewis. 1915. Library Service, U. S. War Dept., Washington, D. C.
Gilstrap, Cosby. 1917. Librarian, Elementary School Library, Pasadena, Cal.
Glassey, Margaret. 1917. Assistant Librarian, Polytechnic High School, Los Angeles, Cal.
Glenn, Gladys. 1916. Attendant, Registration and Loan Dept., Los Angeles Public Library.
Goodell, Helen. 1911. Assistant, Los Angeles County Free Library.
Graham, Geraldine. 1918. Librarian, Tehama County Free Library, Red Bluff, Cal.
Gregory, Marion L. 1918. Assistant, Santa Barbara Free Public Library, Santa Barbara, Cal.
Griffin, Leora. 1919. Children's Librarian, Vermont Square Branch, Los Angeles Public Library.
Guiwits, Nellie. 1911. Librarian, Pico Heights Branch, Los Angeles Public Library.
Gullickson, Minnie. 1905. Librarian, Central Avenue Branch, Los Angeles Public Library

Hanna, Gladys. 1917. Assistant, Long Beach Public Library, Long Beach, Cal.

Harris, Mary Louise. 1920. Librarian, Santa Ana High School, Santa Ana, Cal.

Hart, Mary G. 1904. Librarian, Arroyo Seco Branch, Los Angeles Public Library.

Hart, Veva L. 1911. Librarian, Lincoln Heights Branch, Los Angeles Public Library.

Hartman, Fern. 1920. Assistant, Pomona Public Library, Pomona, Cal.

Hayman, Marian K. 1920. Assistant, Pasadena Public Library, Pasadena, Cal.

Hays, Alice Newman. 1898. Reference Librarian, Stanford University Library.

Hieber, Mary. 1910. Librarian, Vernon Branch, Los Angeles Public Library.

Hoffman, Sadie. 1920. Children's Librarian, Los Angeles Public Library.

Hollingsworth, Josephine. 1913. Indexer, Shipping Board, Washington, D. C.

Hout, Frank Helm. 1918. Assistant, State Library, Salem, Ore.

Jackson, Emilie T. 1899. Librarian, Vermont Square Branch, Los Angeles Public Library.

Jacobus, Sarah Mira. 1897. Librarian, Pomona Public Library, Pomona, Cal.

Johnson, Mary Agnes. 1893. Assistant, Order Dept., Los Angeles Public Library.

Jones, Eleanor Brodie. 1908. Librarian, Hollywood Branch, Los Angeles Public Library.

Kelly, Genevieve. 1918. Librarian, Northern Arizona Normal School, Flagstaff, Ariz.

Lawrence, Grace. 1917. Attendant, Science and Industry Dept., Los Angeles Public Library.

Littlejohn, Lulu Leah. 1914. Assistant, Pasadena Public Library, Pasadena, Cal.

Livingston, Margaret. 1917. Librarian, Colusa County Free Library, Colusa, Cal.

McClees, Sidney Anne. 1918. Children's Librarian, Cahuenga Branch, Los Angeles Public Library.

McKindry, Anna (Mrs. Nisson). Assistant, San Pedro Branch, Los Angeles Public Library.

Marsh, Linnie. 1912. Librarian, Jefferson High School, Los Angeles, Cal.

Miller, Elza. 1918. Attendant, Sociology Dept., Los Angeles Public Library.

Monfort, Harriet B. 1920. Attendant, Art Dept., Los Angeles Public Library.

Morgan, Ella S. 1898. Librarian, Lincoln High School, Los Angeles, Cal.

Morrison, Edith Ione. 1915. Attendant, School and Teachers' Dept., Los Angeles Public Library.

Morton, Gabrielle. 1918. Librarian, Coronado Public Library, Coronado, Cal.

Munson, Ida G. 1898. Chief cataloger, State Library, Sacramento, Cal.

Newman, Margaret. 1917. Assistant, Kern County Free Library, Bakersfield, Cal.

Osgood, Edna Bell. 1918. Attendant, Cahuenga Branch, Los Angeles Public Library.

Ott, Susanna C. 1905. Principal, Reference Dept., Los Angeles Public Library.

Park, Isabelle L. 1918. Assistant, Long Beach Public Library, Long Beach, Cal.
Pasko, Beth. 1916. Librarian, Southern California Edison Company, Los Angeles, Cal.
Perry, Elizabeth W. 1908. Assistant, Los Angeles County Free Library, Los Angeles, Cal.
Purcell, Rose M. 1915. Attendant, General Literature Dept., Los Angeles Public Library.
Putnam, Blanche (Mrs. J. Gardiner). 1893. Librarian, Eagle Rock Public Library, Eagle Rock, Cal.
Railsback, Lucia. 1918. Attendant, Moneta Branch, Los Angeles Public Library.
Richardson, Frances C. 1919. Children's Librarian, Fresno County Free Library, Fresno, Cal.
Richter, Margaret. 1919. Cataloger, Cornell University Library, Ithaca, N. Y.
Rooney, Margaret. 1919. Assistant Cataloger, Fresno County Free Library, Fresno, Cal.
Rowland, Helen. 1916. Assistant, Tuolumne County Free Library, Sonora, Cal.
Rownd, Marion L. 1920. Children's Librarian, Richmond Public Library, Richmond, Cal.
Rusche, Anna. 1914. Assistant, University of California, Southern Branch, Library, Los Angeles, Cal.
Saxton, Harriette A. 1915. Attendant, Vernon Branch, Los Angeles Public Library.
Schaer, Mildred. 1918. Librarian, Hanford Public Library, Hanford, Cal.
Scheck, Alice M. 1914. Librarian, First National Bank, Los Angeles, Cal.
Scheuble, Alma B. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Shannon, Monica. 1915. Attendant in charge of publicity, Los Angeles Public Library.
Shearer, Mabel. 1917. Children's Librarian, Minneapolis Public Library, Minneapolis, Minn.
Shipley, Geraldine. 1918. Attendant, Catalog Dept., Los Angeles Public Library.
Sigler, Grace. 1913. Assistant, New York Public Library.
Silverthorn, Marjorie. 1920. Assistant, Reed College Library, Portland, Ore.
Smith, Elva S. 1899. Children's Librarian, Carnegie Library of Pittsburgh.
Spotts, Helen. 1914. Librarian, Jefferson Branch, Los Angeles Public Library.
Stelson, Jean. 1919. Librarian, Malabar Branch, Los Angeles Public Library.
Syle, Elizabeth (Mrs. Madison). 1907. Librarian, Oakland High School Library, Oakland, Cal.
Taylor, Marie. 1917. Attendant, General Literature Dept., Los Angeles Public Library.
Taylor, Mary E. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Thornburg, Florence. 1892. Principal, Catalog Dept., Los Angeles Public Library.
Tollefson, Marie. 1909. Librarian, Sentous Junior High School, Los Angeles, Cal.

Tyrrell, Emily Edna. 1919. Attendant, Catalog Dept., Los Angeles Public Library.
Ulen, Esther C. 1904. Attendant, Catalog Dept., Los Angeles Public Library.
Van Deusen, Marjorie. 1907. Librarian, Los Angeles High School Library, Los Angeles, Cal.
Vaughan, Nancy Barrow. 1920. Research Librarian, Bullock's department store, Los Angeles, Cal.
Vinton, Margaret. 1916. Assistant, Public Library, Springfield, Mo.
Wack, Mathilde. 1912. Assistant, University of Southern California Library, Los Angeles, Cal.
Walker, Elizabeth. 1916. Attendant, Reference Dept., Los Angeles Public Library.
Ward, Lou Johnstone. 1919. Instructor, Los Angeles Library School.
Waring, Ruth Ann. 1914. Assistant Librarian, Pasadena High School Pasadena, Cal.
West, Lucy K. 1910. Principal attendant, Sociology Dept., Los Angeles Public Library.
West, Katherine. 1920. Assistant, Elementary School Library, Pasadena, Cal.
Wheat, Edith M. (Mrs. Curtis Locklin). 1903. Librarian, Polytechnic High School, Los Angeles.
White, Grace. 1910. Principal, Sociology Dept., Los Angeles Public Library.
Whyte, Florence. 1909. Assistant, University of Minnesota Library, Minneapolis, Minn.
Williams, Elizabeth Owen. 1918. Registrar and Reviser, Los Angeles Library School.
Williams, Rhoda. 1914. Attendant, Stephenson Branch, Los Angeles Public Library.
Woodhouse, Elizabeth D. 1920. Assistant, Catalog Dept., Pasadena Public Library, Pasadena, Cal.
Woods, Katherine Romel. 1919. Assistant, Pomona College Library, Pomona, Cal.

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CIRCULAR OF INFORMATION
1923-1924

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1923

THE LOS ANGELES PUBLIC LIBRARY

BOARD OF LIBRARY DIRECTORS

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FRANK H. PETTINGELL

MRS. KATHERINE G. SMITH

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LIBRARIAN

EVERETT R. PERRY

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Established in 1891 as
Training Class of Los Angeles Public Library
Conducted since 1914 as
Library School for General Professional Training

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CIRCULAR OF INFORMATION
1923-1924

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1923

CALENDAR, 1923-1924

1923

September 21-22. Registration days.
September 24, 9 a. m. Instruction begins.
November 5-10. Week of practice.
November 29-December 2. Thanksgiving holidays.
December 19. Christmas recess begins.

1924

January 2. Instruction begins.
February 22. Washington's birthday.
February 25-March 1. Week of practice.
March 24-29. Library visits.
May 26-31. Final examinations.
May 30. Memorial day.
June 1-30. Month of practice.
June 7. Entrance examination for Library School, 1924-25.
June 21. Efficiency and information test for Junior Attendant course.
July 1-August 30. Junior Attendant course.

CALENDAR, 1924-25

1924

September 19-20. Registration days.
September 22, 9 a. m. Instruction begins.
November 9-14. Week of practice.
November 26-28. Thanksgiving holidays.
December 22. Christmas recess begins.

1925

January 4. Instruction begins.
February 22. Washington's birthday.
February 23-27. Week of practice.
March 28-April 2. Week of practice.
April 23-28. Library visits.
May 23-29. Final examinations.
May 30. Memorial day.
June 4. Entrance examination for Library School, 1925-26.
June 18. Efficiency and information test for Junior Attendant course.
July 1-August 30. Junior Attendant course.

LIBRARY SCHOOL COMMITTEE

FRANCIS J. CONATY, *Director, Los Angeles Public Library.*

FRANK H. PETTINGELL, *Director Los Angeles Public Library.*

EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-)

FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, ~~1911; B.~~ L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-) *Instructor in Cataloging; High school libraries, Subject bibliography, Order work.*

HELEN E. HAINES. (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor and compiler Bibliography of State Publications and Annual Literary Index; Instructor, Los Angeles Library School, 1914-) *Instructor in Book selection, including Modern fiction; History of books and publishing houses; Book-trade bibliography; Library history.*

LOU JOHNSTONE WARD, A. B. (A. B. Stanford University, 1906; Los Angeles Library School, 1919; Senior attendant Reference Department and Science and Industry Department, Los Angeles Public Library, 1919-20; Instructor, Los Angeles Library School, 1920-.) *Instructor in Reference and Documents.*

HARRIET L. MATHER, A. B. (Los Angeles State Normal School, 1914-1916; A. B. Pomona College, 1918; Los Angeles Library School, 1921; Registrar, Los Angeles Library School, 1921-) *Registrar and Instructor in Classification.*

ASSISTING INSTRUCTORS

GLADYS S. CASE, *Principal of Department of Children's Work.* (Carnegie Library of Pittsburgh Training School for Children's Librarians, 1910-11; Assistant, Carnegie Library of Pittsburgh, 1911; Children's Librarian, Barr Branch, St. Louis Public Library, 1911-13; Assistant to Supervisor of Children's Department, St. Louis Public Library, 1915-17; Children's Librarian, Los Angeles Public Library, 1919-20; Principal Juvenile Department, 1920-22; Principal, Department of Children's Work, 1922-) *Instructor in Library Work with Children.*

GERTRUDE E. DARLOW, *Principal of the Department of General Literature.* (Los Angeles Public Library Training Class, 1893; Assistant, Los Angeles Public Library, 1893-1904; Principal of the Circulation Department, 1904-1917; Principal of the Department of Literary Advancement, 1917-19; Principal of the General Literature Department, 1919-) *Lecturer on Recent Literature.*

HELEN T. KENNEDY, B. L. S., *Second Assistant Librarian, Los Angeles Public Library.* (B. L. S. University of Illinois Library School, 1903; Jacksonville Public Library, 1903-05; Librarian, Kewanee Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal, Branches Department, 1912-) *Instructor in Administration; Library Buildings.*

FAITH E. SMITH, Ph. B., B. L. S., *Principal of the Department of Work with Schools.* (Ph. B. Northwestern University, 1896; B. L. S. New York State Library School, 1900; Librarian, Sedalia, Mo., Public Library, 1900-07; Assistant to the Director of the Training School for Children's Librarians, Pittsburgh, 1907-10; Director of the Training Class, Chicago Public Library, 1910-17; Director, University of California Summer Session in Library Methods, 1912-1915; Principal, School and Teachers' Department, Los Angeles Public Library, 1919-22; Principal of Department of Work with Schools, 1922-) *Instructor in Library Work with Schools.*

BLANCH L. UNTERKIRCHER. *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-1921; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-) *Instructor in Loan Administration.*

Lectures on various subjects are given by the following members of the Los Angeles Public Library staff: Mary Alice Boyd, Clara M. Byrne, Gladys Caldwell, Bessie Carrick, Laura C. Cooley, Emily Domers, Frances R. Foote, Leora Griffin, Saide Hoffman, Florence Hovey, Rosemary Livsey, Maryette G. Mackey, Blanche E. McKown, Guy E. Marion, Ione Morrison, Helen Gladys Percey, Frances C. Richardson, Clara Rowell.

LECTURERS CONDUCTING COURSES

JASMINE BRITTON, A. B., *Supervisor of Elementary School Libraries, Los Angeles.* (A. B. Smith College, 1907; Carnegie Library of Pittsburgh Training School for Children's Librarians, 1909-10; Assistant, Carnegie Library of Pittsburgh, 1910; Children's Librarian, Spokane Public Library, 1910-14; Principal of the Juvenile Department, Los Angeles Public Library, 1914-1920; Supervisor of Elementary School Libraries, Los Angeles, 1920-) *Lecturer on Library Work with Children.*

PHILIP S. GOULDING, A. B., *Head Cataloguer, Henry E. Huntington Library.* (A. B. Yale University, 1898; New York State Library School, 1898-99; Cataloguer, New Hampshire State Library, 1899-1900; University of Missouri Library, 1901; Organizer and Cataloguer, University of the South Library, Sewanee, Tenn., 1901-02; Assistant, Catalogue Division, Library of Congress, 1902-06; Catalogue Librarian, University of Illinois Library, 1906-1917; Head Cataloguer, Henry E. Huntington Library, 1917-) *Lecturer on Bibliographical Cataloging.*

HELEN E. VOGLESON, A. B., *Assistant Librarian, Los Angeles County Free Library.* (A. B. Mt. Holyoke College, 1903; New York State Library School, 1903-04; Branch Librarian, Carnegie Library of Pittsburgh, 1904-13; Head of County Department, Santa Barbara Public Library, 1914-16; Acting Librarian, Inyo County Free Library, 1916; 2d Assistant Librarian, Los Angeles County Free Library, 1917-18; Assistant Librarian, 1918-) *Lecturer on County Library Work.*

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1921-22

GERTRUDE ANDRUS, *Seattle.* A children's bookshop.

LESLIE H. BLISS, *Henry E. Huntington Library.* Buying rare books.

THEODORA R. BREWITT, *Long Beach Public Library.* Library administration.

ZAIDEE BROWN, *Long Beach Public Library.* Library administration (4 lectures).

CLIFFORD B. CLAPP, *Henry E. Huntington Library.* Catalogers' reference books.

LORETTO CLARK, *City School Library, Los Angeles.* Visual education.

GEORGE WATSON COLE, *Henry E. Huntington Library.* The Huntington Library.

JEANNETTE M. DRAKE, *Pasadena Public Library.* Library administration.

BLANCHE GARDNER, *formerly in the Newark Public Library.* The picture collection.

MILTON J. FERGUSON, *State Library, Sacramento.* The State Library and the California county library system.

ALICE O. HUNNEWELL, *University of California, Southern Branch.* Story-telling (5 lectures).

S. M. JACOBUS, *Pomona Public Library.* Cues from business men.

LOUISE B. KRAUSE, *Chicago.* Reference work in business libraries.

GUY E. MARION, *formerly editor of Special Libraries.* Organizing special libraries.

AGNES MELGAARD, *Minneapolis.* Design and poster making.

RALPH L. POWER, *University of Southern California.* Business information (3 lectures).

ETHEL R. SAWYER, *Library Association, Portland.* Library snobs.

ALICE L. SCHECK, *First National Bank, Los Angeles.* Library housekeeping.

MAUD I. STULL, *Kansas City Public Library.* Branch libraries in Kansas City.

ALICE S. TYLER, *Western Reserve Library School.* Professional ideals.

ALTHEA WARREN, *San Diego Public Library.* Compensations.

WILLARD S. WATERS, *Henry E. Huntington Library.* The Library of Congress.

HISTORY

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded, until the admission, in July, 1918, of the Library School of the Los Angeles Public Library to membership in the Association of American Library Schools, marks its professional acceptance as an accredited library school of recognized standing.

PURPOSE

The Library School is a professional school offering a one-year course of training in library work to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in bibliographical cataloging, high school libraries and library work with children may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of city, school and county libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons is necessary in such a library. The special departments in a large library (book-buying, catalog, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for catalogers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

The school library is a comparatively recent development. It appeals to those who have special talents for work with adolescents and the initiative necessary in pioneer work. County libraries, especially in the west, need many workers. This type of library demands ability to organize, to keep records and to appreciate the claims of all the people of the county. Taking books to readers in remote camps and ranches and in towns satisfies the adventurous spirit. In college and reference libraries the librarian serves scholars and students, and the association with books and research workers is a constant mental stimulus. Special libraries in corporations, banks and business houses of every kind are increasing in

number. These give scope and use for the librarian's knowledge of classification, cataloging, filing and research.

All persons engaged in library work find a durable satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

STUDENTS AND GRADUATES

The Library School draws its students from a wide territory, the Atlantic coast and the middle west being represented as well as the Pacific coast states. Students from Canada, Australia, Holland and China have also been enrolled. Since 1891, when the Library established its training class from which the present Library School developed, 297 have completed the course. Of these 103 are married, and 165 graduates are now engaged in library work as follows:

Public libraries	100	
Chief librarians		6
Heads of departments		6
Catalogers		8
Children's librarians		17
Assistants		63
College libraries	10	
County libraries	15	
Special libraries	11	
School libraries	26	
High schools		20
Elementary schools		6
Library School instructors	3	

APPOINTMENTS TO POSITIONS

The demand for trained workers in these different types of libraries is much greater than the supply. Salaries have increased until they are nearly comparable with those of teachers. There is no doubt that desirable positions with fair salaries will always be open to graduates of the School, although those who, for personal or family reasons, prefer one part of the country will find their choice of positions limited. In the Los Angeles Public Library many and varied opportunities are available each year, and while graduates are eligible for positions in any part of the country, the School desires to place as many as possible in Los Angeles. The School is constantly in correspondence with libraries in all parts of the country and is always prepared to place graduates in suitable positions or to recommend them for promotion. Beginning salaries range from $1200 to $1500 a year.

As the number of students in the School is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain for at least a year in library work. The Los Angeles Public Library relies upon graduates of the School to supply vacation absences of its staff during the summer vacation. This substitute work is paid for at the rate which would be paid to graduates appointed to permanent positions.

Graduates who wish positions in the Los Angeles Public Library must pass a city civil service examination, which is a prerequisite to all municipal employment. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because

of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public, school and special libraries, exclusive of the branches of the county and city systems. Of this number 35 contain more than 5,000 volumes, 3 rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 300 branches and more than 290,000 volumes, and the Los Angeles City School Library, with 265,000 volumes, and the Los Angeles Public Library, with 184 distributing agencies and 428,000 volumes.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which will eventually become a national research center for scholars and bibliographers.

Of the total number of libraries in Los Angeles County 17 are free public libraries, 53 are school libraries and 31 are special libraries serving various societies and institutions. Notable among the scientific and technical libraries are the Barlow Medical Library and the Southern California Edison Company Library in Los Angeles, and the Mt. Wilson Solar Observatory Library, and the new Norman Bridge Library of Physics now being established at the California Institute of Technology. Other special libraries of importance are those of the Lasky Film Corporation, Krotona Institute, Barker Brothers, the First National Bank and the Security Trust and Savings Bank. School libraries are numerous and extensive. The elementary school libraries of Los Angeles, Long Beach and Pasadena are well-organized. In Los Angeles alone there are 18 junior high school and high school libraries, and high school libraries have been developed to a marked degree throughout southern California. Pomona, Whittier, Redlands and Occidental colleges and the University of Southern California all realize the importance and value of college libraries. The Southern Branch of the University of California has developed into a flourishing college from its former more limited field as the Los Angeles Normal School, and its library, especially strong in pedagogy, is now being expanded to meet the needs of a large student body. Southern California is rich in small public libraries and those of medium size. Pasadena, South Pasadena, Alhambra, Pomona, Long Beach, Santa Monica and smaller cities have attractive buildings and well-organized collections.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class-room. The central library, in which the School is quartered, occupies four upper floors in a ten-story office building in the heart of the city. In arrangement and equipment it represents intensive library planning of a most effective kind, serving both as the administration headquarters of the entire system and as center for an immense volume of public use, in reference, specialized study, circulation and use by children. Among the distributing agencies of the system are nine Carnegie branches, eight smaller branches in rented quarters, five playground libraries, eighteen subbranches, and deposit stations of many kinds, so that students are able, in supervised practical work, to become familiar with details of small library management and equipment, as well as with the problems of a large city library system.

Plans are now under way for the new library building. Its central location, beauty of design and convenience of arrangement for library purposes will make it an adequate center for city library development. The Library School will occupy a suite of rooms on the third floor.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School at present occupies a class room and faculty room on the tenth floor of the building in which the central library is located. Windows fill two sides of the class room, providing light and air in abundance. From the entrance corridor the roof is accessible, and is used for five-minute promenades between the lecture periods.

Locker facilities are provided on the ninth floor. Schoolroom equipment includes individual desks, eight typewriters for practice work, and an extensive collection of books, pamphlets, periodicals and reference material used in class work. A constantly changing collection of several hundred books for class examination and study is supplied by the Library. In its files of library publications and reports, and in bibliographical and library economy material, the School collection is already fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into a strong, permanent reference collection, illustrating all phases of library activity.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

A symphony orchestra giving fortnightly concerts.

Three Philharmonic series, including many concerts by famous musicians.

A chamber music society, giving a series of twelve concerts.

Two choral societies, giving regular concerts.

Lecture courses given under the direction of the Teachers' Club and kindred organizations.

An active Drama League.

The Southwest Museum, illustrating in its collections the early Indian and Spanish history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

UNIVERSITY CREDITS

Credit toward graduation has been granted to students who complete the course in the Los Angeles Library School by the University of California, Stanford University, Pomona College, Occidental College, the University of Southern California, the University of Oregon, and the University of New Mexico. These recognize the year's work in the school as the equivalent of study toward the degree of Bachelor of Arts in these institutions.

Occidental College and Redlands University offer a combined course of academic and professional study, in which three years are spent at the college and the senior year in the Los Angeles Library School. The degree of A. B. is granted to students who meet the requirements of both institutions and write a thesis satisfactory to the faculties of the College and the Library School.

HIGH SCHOOL LIBRARIAN'S CERTIFICATE

In California, a special certificate, similar to that of a high school teacher, is required of high school librarians. Students who are college graduates, and have included a minimum of twelve units in pedagogy in

their college courses, are eligible for this certificate, after completing the year's course, including the elective course in school libraries.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised, and in the case of applicants for school library positions, is essential.

AGE. Applicants must be over twenty and under thirty-five years of age, except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the school in age, health and personal fitness for library work.

All applicants not holding a degree from an approved college are required to take the entrance examinations, which are held on the first Saturday of June, in order that the successful applicants may have time for the required reading and typewriting practice before school opens. If it is deemed advisable, a second examination will be given in September, for later applicants. Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that, whenever possible, applicants come to Los Angeles.

Ordinarily two years of college work are required, and applicants who have not had the equivalent of a high school education should not attempt the examinations. The Junior Attendants' course (described on p. 17), is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

LIBRARY HANDWRITING. In spite of the growing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to accepted applicants. Questions on these books are not included in the entrance examinations, but they are discussed in the first meeting of the class in book selection.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature,

Hieber, Mary. 1910. Librarian, Vernon Branch, Los Angeles Public Library.
Hoagland, Helen. 1922. Assistant, East Portland Branch, Portland, Ore.
Hoffman, Saide. 1920. Children's Librarian, Cahuenga Branch, Los Angeles Public Library.
Hollingsworth, Josephine. 1913. Attendant, Sociology Department, Los Angeles Public Library.
Hoskins, Clarissa. 1922. Assistant, Circulation Department, Sioux City Public Library.
Hout, Frank Helm. 1918. Librarian, Polk County Public Library, Dallas, Ore.
Hulberg, Mabel. 1922. Assistant, Reference Department, Pomona College Library, Claremont, Cal.
Jackson, Mrs. Emilie. 1899. Librarian, Wilshire Branch, Los Angeles Public Library.
Jacobus, Sarah Mira. 1897. Librarian, Pomona Public Library, Pomona, Cal.
Johnson, Mary Agnes. 1893. Attendant, Order Department, Los Angeles Public Library.
Jones, Mrs. Eleanor B. 1908. Librarian, Hollywood Branch, Los Angeles Public Library.
Keating, Mrs. Adèle G. 1922. Attendant, General Literature Department, Los Angeles Public Library.
Kingsley, Mrs. Florence K. 1922. Assistant, Public Library, Claremont, N. H.
Littlejohn, Lulu L. 1914. Chief, Order Department, Pasadena Public Library, Pasadena, Cal.
Livingston, Margaret. 1917. Librarian, Orange County Free Library, Santa Ana, Cal.
Livsey, Rosemary. 1921. Children's Librarian, Central Avenue Branch, Los Angeles Public Library.
Lord, Betty T. 1916. Attendant, Los Angeles Public Library.
Lund, Katharine. 1922. Children's Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula, Cal.
Lunn, Mabel. Attendant, Catalog Department, Los Angeles Public Library.
MacCloskey, Florence. 1915. Assistant, High School Library, Santa Monica, Cal.
McDowell, Pearl. 1921. Cataloger, College of the Pacific Library, San Jose, Cal.
McKindry, Anna. 1912. (Mrs. Clark.) Attendant, San Pedro Branch, Los Angeles Public Library.
McLaughlin, Gertrude. 1918. Librarian, Kauai County Free Library, Lihue, Kauai, T. H.
Madison, Anna. 1899. (Mrs. Beeman.) Librarian, Imperial County Free Library, El Centro, Cal.
Marsh, Linnie. 1912. Librarian, Jefferson High School, Los Angeles.
Matchette, Frances. 1921. Children's Librarian, Sub-branches, Los Angeles Public Library.
Mather, Harriet L. 1921. Registrar, Los Angeles Library School.
Melgaard, Irene M. 1922. Cataloger, Minneapolis Public Library, Minneapolis, Minn.
Mendenhall, Gertrude. 1921. Attendant, Reference Department, Los Angeles Public Library.
Merrick, Leona M. 1922. Assistant, High School of Commerce Library, Omaha, Neb.
Miller, Elza. 1918. (Mrs. Blanchard.) Attendant, Sociology Dept., Los Angeles Public Library.
Morgan, Ella S. 1898. Librarian, Lincoln High School, Los Angeles.

The books listed below are needed by each student, and applicants who own them may save expense by bringing them to the School:

A. L. A. catalog rules. 1908.

A. L. A. subject headings. 3d edition. 1911.

Dewey, Melvil. Decimal classification. Recent edition.

Mudge, Isadore. New guide to reference books.

A satisfactory room with breakfasts and dinners may be procured for from $40 to $50 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. In the outline, it should be noted that "hour" refers to fifty-five-minute lectures or seminar periods. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

BIBLIOGRAPHICAL COURSES

Book selection. Designed to familiarize, so far as possible, with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (Biography, History, Travel, Sociology, Nature and Popular science, Fine Arts, Technology, Religion and Philosophy) analysis of broad classes of literature with consideration of editions, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use. *Miss Haines.* [*33 hours, both semesters.*

b. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year. *Miss Haines.* [*12 hours, 2d semester.*

c. Systematic study and checking of *Publishers' Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with comparative study and discussion of *Booklist* and *Book Review Digest,* and examination and discussion of current publications. *Miss Haines.* [*24 hours, both semesters.*

Recent literature. Review and discussion of books in literature (especially Modern Poetry, Drama, and Essays). *Miss Darlow.* [*16 hours, both semesters.*

History of books and publishing.

a. History of books and printing. Early ages of book history, the printing era, early printed books. *Miss Haines.* [*5 hours, 1st semester.*

b. Publishing houses; their history and specialties. Historical development; history and characteristics of leading American and English publishing houses; specialized publishers; book-trade knowledge of value in

selection and buying for libraries. *Miss Haines.* [*8 hours, 1st semester.*

Book-trade bibliography. Historical development, national book-trade bibliographies of Europe; English and American book-trade bibliography, general, national, and special; related bibliographical aids, important catalogs, and special bibliographies. *Miss Haines.* [*8 hours, 1st semester.*

Bibliography. Study of most important subject bibliographies, with practice in making reading lists and an original bibliography, assigned to give a working knowledge of the bibliographical aids useful in general library work. *Miss Horton.* [*12 hours, both semesters.*

Theses and bibliographies. Each student is required to spend a minimum of fifty hours in preparing a final bibliography or thesis on some phase of library work. These must be submitted and accepted before the certificate of graduation is given. Subjects are chosen with a view to their practical value. *Miss Horton.* [*50 hours.*

Reference work. Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture, and the results are discussed in class. Problems are given in the comparison of books on the same subject and in selection of reference works for libraries of different sizes. *Miss Ward.* [*40 hours, both semesters.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications, indexes, methods of acquisition and arrangement. Includes also the study of state and city documents. Cataloging methods are included in the course in cataloging. *Miss Ward.* [*10 hours, 2d semester.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. The use of periodicals as reference aids is a part of the course in Reference work. *Miss McKown and others.* [*5 hours, both semesters.*

TECHNICAL COURSES

Cataloging and subject headings. The course includes lectures, recitations, and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed. The A. L. A. subject headings are checked by each student. The course in Bibliographical cataloging is described on p. 16. *Miss Horton.* [*45 hours, both semesters.*

Classification. Study of the Decimal system. Exercises in classifying selected books follow lectures. Lectures are given on other classification systems, including the Cutter, Library of Congress, and the Institut International de Bibliographie. The importance of adapting classification to the need of special localities and types of libraries is emphasized through the discussion of specific books. Methods of simplification, especially in biography and literature, are taught. The study of book numbers is included in this course. *Miss Mather.* [*30 hours, both semesters.*

Order, accession, and shelf-listing. A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given. *Miss Horton, Miss Mather.* [*8 hours, 2d semester.*

Binding and repair.

a. Materials and processes used in library binding, specifications for

binding, preparing books for the bindery, reinforcing, mending. Class periods are three hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

[*12 hours, 1st semester.*

b. Mechanical processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in mending. *Miss Carrick.* [*5 hours.*

Minor technical subjects. Note-taking, library hand writing, public speaking, business correspondence, collection and care of pamphlets, clippings, pictures, etc., are covered in lectures, tests, and practical demonstrations. *Various lecturers.* [*15 hours.*

ADMINISTRATIVE COURSES

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, the functions of the library board, extension work, publicity, reports, statistics, printing and business methods. *Mr. Perry, Miss Kennedy, and special lecturers.*

[*15 hours, 2d semester.*

Library building. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. *Miss Kennedy.* [*6 hours, 2d semester.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, of registering borrowers, deposits, dues, lost books, and other subjects connected with book circulation. *Miss Unterkircher.* [*5 hours, 1st semester.*

History of the library movement. History of European libraries, early and present; American library movement; library associations and library periodicals; great American libraries and their specialties; American library biography. Assigned reading and special reports on each topic. *Miss Haines.* [*10 hours, 2d semester.*

The library and public affairs. A series of lectures by different instructors and special lecturers designed to bring out the relation of the library to community life. Includes talks on social betterment agencies, municipal and government activities and problems, methods of working into local organizations, neighborhood survey, etc.

Current library topics. Class discussions of library problems based on articles appearing in the reports and bulletins of libraries and in American and English periodicals. *Miss Horton.* [*10 hours, 2d semester.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student, and results are reported in class.

SPECIAL COURSES

Library work with children.

a. Children's literature. Lectures with reading and discussion on the history of children's books and selection of books for children. Required of all students. *Miss Britton, Mrs. Case, and special lecturers.*

[*24 hours, both semesters.*

b. Administration of children's rooms. An elective course of lectures on administrative problems designed for students who wish to be children's librarians. *Mrs. Case.* [*5 hours, 2d semester.*

c. Story-telling. Principles underlying the art of story-telling, applied to the selection, adaptation and oral presentation of stories. Students electing this course will tell stories in the playground and other branches of the library. *Mrs. Case and others.* [*12 hours, 2d semester.*

Library work with schools. Lectures and reading required of those electing

the children's or high school library course. The work of the school and teachers' department, deposit stations in the schools, educational theories and books are discussed in order to give an intelligent understanding of the possibilities of co-operation with teachers. *Miss Smith.*

[*5 hours, 2d semester.*

School libraries. A survey of the school library movement, with special emphasis on work in high schools. Five lectures are required of all students; the remaining ten are devoted to special phases of administration, with problems and required reading, and may be elected by members of the class who are college graduates and who wish to specialize in school library work. As a supplement to the lectures, these students will be given special practice in high school libraries. *Miss Horton.*

[*15 hours, 2d semester.*

County libraries. Development of county library extension; California system, the law, aims, and methods. Lectures are given in the Los Angeles County Free Library, with exposition of records and equipment. Practice work in the County Library is assigned to students who are especially interested in the work. *Miss Vogelson and other lecturers.*

[*10 hours, 2d semester.*

Bibliographical cataloging. Lectures and practice in the cataloging of rare books and use of bibliographic reference tools. The forms used in the Henry E. Huntington Library are used, and the reasons for their adoption explained. Incunabula and other rare books in the Los Angeles Public Library are cataloged, and compared with examples from the Huntington collection. Closely related are Mr. Clapp's lectures on Reference books for catalogers. *Mr. Goulding.* [*5 hours, 2d semester.*

Advanced reference work. Students are given special practice in the use of history, art, music or technology reference books or documents, and will be assigned a research problem requiring 10 hours for its solution. *Miss Ward, Miss Mather and others.* [*10 hours, 2d semester.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 6. [*About 20 hours.*

PRACTICE WORK

The month of June and three other periods of a week each during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. In addition to the various departments and branches of the Los Angeles Public Library, the County Free Library, several high schools and public libraries accept students for practice work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

PARTIAL COURSES

For several years the School has offered courses open to persons already in library work who wish to continue their professional training or gain inspiration from special lecturers, while continuing their regular work. Members of the staff of the Los Angeles Public Library and other library workers have availed themselves of this privilege. The fees vary in accordance with the length of the course and the amount of revision in problems required.

No credentials are given to auditors, and the School can make no recommendations based upon the attendance of auditors.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of July and August. Lectures, problems, and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, registration and loan departments and to the branches for supervised practice.

Candidates for this course should be high school graduates between eighteen and twenty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work on the third Saturday in June. The fee for the course is $10, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work after completing the course, and those who complete the course should feel themselves under obligation to work for at least one year in some library, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE AND GENERAL INFORMATION

1. Name five great writers of drama, five of poetry, five of fiction, and five of either history or essays. Make your list as universal as possible, mentioning at least one work of each and giving nationality.
2. Name some of the men identified with each of the following literary groups:

English Lake poets	French romanticists
Pre-Raphaelites	Restoration dramatists
Transcendentalists	Scandinavian dramatists
Augustan age of English literature.	Roman poets

3. State nationality and characterize briefly an important work of ten of the following:

Petrarch	Adam Smith
Molière	Echegaray
Ibsen	Stephen Phillips
H. G. Wells	James Lane Allen
Agnes Repplier	D'Annunzio
G. K. Chesterton	Spenser
Taine	Dostoievski

4. What is the significance to you of the following terms: (Answer 10.)

Troubadours	Pons asinorum
John Doe and Richard Roe	Morality play
Imagists	Epic poetry
Vers libre	Spectrum
Metaphor	Numismatics
Stamen	Pedagogy
A priori	Archæology

5. Give author and title and briefly characterize one important work in the literature of each of the following countries:

Norway	Spain
Russia	India
Italy	

6. Locate and state briefly what is suggested to your mind by the following: (Choose 10.)

Acropolis	Black hole of Calcutta
Vatican	Bridge of Sighs
Louvre	Stonehenge
Colosseum	Stadium

Ford's theatre	Dying Gaul
Campanile	Sistine chapel
Smithsonian institution	Notre Dame
Metropolitan museum	Cockpit of Europe
Parthenon	City of seven hills

7. Name: (Select 5.)

Two artists of the Italian renaissance	An American painter
	A famous Madonna
An animal painter	A famous portrait painter
A famous work of classical sculpture	A French sculptor
	Two well-known illustrators
An American sculptor	

8. Discuss the work of one of the following:

Joseph Conrad	Arnold Bennett
Thomas Hardy	Ernest Poole
John Galsworthy	Vicente Blasco Ibañez

9. Name author and title of works in which ten of the following characters appear:

Titania	Jo March
Tiny Tim	Wendy
Aladdin	Topsy
Priscilla Alden	Olivia Primrose
Beatrix	Elizabeth Bennett
Mowgli	Mr. Micawber
Snow-white	Maid Marian

10. Language test consisting of sight translation of French, German, or Spanish.

HISTORY AND CURRENT EVENTS

1. Name three important public questions that have been discussed in President Wilson's administration, and discuss one. (About 250 words.)
2. To what condition in Europe did the United States owe the following:
   Puritan settlement of the seventeenth century.
   Immigration of the French Huguenots.
   Irish immigration of the eighteenth and middle nineteenth century.
   German immigration, 1848.
   Russian and Polish Jew immigration of last 25 years.
   Recent exodus of Finns to this country.
3. Name and discuss four events that seem to you significant in the growth of democracy in Europe.
4. Characterize briefly ten of the following persons, locating each by country and by century:

Wolsey	Sobieski
Cato	Robespierre
Xerxes	Carmen Sylva
James Bryce	Auguste Rodin
Garibaldi	De Valera
Alexander Hamilton	Henri Petain
Thomas à Becket	William James
Noah Webster	Phillips Brooks
Henry David Thoreau	Rabindranath Tagore

5. Define the following:

Americanization	Public utilities
National prohibition	Vocational guidance
Council of national defense	Race-riots
Profiteering	Civic centers
Soviet	Barrage
Magna Charta	Binet-Simon tests
Rehabilitation	Bolshevism

6. Name the ruler and tell the form of government of five of the following countries:

France	Japan
Mexico	Portugal
Switzerland	Czecho-Slovakia
Italy	Poland

7. Locate ten of the following places and mention an event or point of interest that makes each stand out in your mind:

Marathon	Ellis Island
Calcutta	Saloniki
Bagdad	Dardanelles
Tours	Picardy
Pisa	Bosworth field
Shantung	Versailles
Alsace-Lorraine	Rubicon

8. Mention one person prominent at the present time in the following fields: (Choose 5.)

Education	Music
Science	Social betterment
Journalism	Painting
Railroads	Literary work
Aviation	Drama

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the school. Three meetings are held each year, one of which is the annual luncheon to the graduating class.

The officers elected to serve in 1922-23 are Betsey Foye (1907) president; Elizabeth Walker (1916) vice-president; Florence K. Kingsley (1922) secretary; Ione Morrison (1915) treasurer.

GRADUATES OF THE LOS ANGELES PUBLIC LIBRARY TRAINING CLASS AND LIBRARY SCHOOL

1892-1922

This list includes only the graduates now in library work.

Abrahams, Vida K. 1920. Assistant cataloger, Los Angeles County Free Library.

Alexander, Helen M. 1920. Librarian, Ascot Branch, Los Angeles Public Library.

Amidon, Oak. 1922. Attendant, Cahuenga Branch, Los Angeles Public Library.

Anderson, Edna A. 1915. Assistant, Long Beach Public Library, Long Beach, Cal.

Anderson, Mary. 1920. Librarian, Rosicrucian Fellowship, Oceanside, Cal.

Badger, Ethelwyn. 1921. Librarian, Montavilla Branch, Library Association, Portland, Ore.

Baker, Margaret. 1922. Assistant librarian, Santa Ana High School, Santa Ana, Cal.

Ball, Katharine F. 1922. Assistant, Santa Barbara Free Public Library, Santa Barbara, Cal.

Bean, Ramona. 1911. Library Dept., Library Bureau, Los Angeles.

Beckley, Stella. 1899. Librarian, Thirtieth St. Junior High School, Los Angeles.

Biddle, Marie H. 1921. Assistant, Detroit Public Library, Detroit, Mich.

Bishop, Ruth. 1919. Assistant, San Luis Obispo County Free Library.
Bloomer, Margaret. 1899. Librarian, Newman Club Library, Berkeley, Cal.
Bowler, Roberta, 1921. Cataloger, Escondido Public Library, Escondido, Cal.
Boyd, Mary Alice. 1921. Attendant, Science and Industry Dept., Los Angeles Public Library.
Boynton, Elizabeth. 1915. Assistant, Library of the Southern Branch of the University of California, Los Angeles.
Boynton, Mary. 1904. Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula, Cal.
Bridge, Estelle. 1920. Assistant, Fresno Public Library, Fresno, Cal.
Broad, Mrs. Florence. 1911. Librarian, Elementary School Library, Pontiac, Mich.
Brown, Charlotte M. 1905. Librarian, University of Southern California Library, Los Angeles.
Brown, Saxon. 1916. Librarian, East Branch, Pasadena Public Library, Pasadena, Cal.
Byrne, Clara M. 1920. Children's Librarian, Los Angeles Public Library.
Burk, Hazel. 1922. Librarian, Santa Fé Public Library, Santa Fé, N. M.
Caldwell, Gladys. 1919. Principal, Art and Music Department, Los Angeles Public Library.
Caples, Mary. 1920. Story-teller, Elementary Schools, El Paso, Texas.
Carwyle, Eloise. 1908. Librarian, Lafayette Junior High School, Los Angeles.
Cavanaugh, Mrs. Jessie. 1913. Librarian, Vermont Square Branch, Los Angeles Public Library.
Clark, Loretto. 1906. Assistant in charge of Visual Education, City School Library, Los Angeles.
Clements, Alma. 1919. Assistant, Long Beach Public Library, Long Beach, Cal.
Coman, Caryl. 1913. (Mrs. Darnell.) Assistant Hospital Librarian, League Island Navy Yard, Philadelphia.
Connor, Elizabeth. 1916. Librarian, Mt. Wilson Solar Observatory Library, Pasadena, Cal.
Cooley, Laura. 1905. Principal attendant, Reference Department, Los Angeles Public Library.
Coolidge, Frances. 1922. Assistant, Orange Public Library, Orange, Cal.
Cory, Mabel. 1905. Librarian, San Pedro High School Library, Los Angeles.
Crandall, Edith. 1922. Attendant, Playground Libraries, Los Angeles Public Library.
Crawford, Doris. 1915. Librarian, Carnegie Library, Boise, Idaho.
Crowe, Gladys. 1914. Principal attendant, Juvenile Department, Los Angeles Public Library.
Crump, Doris. 1921. Assistant, Santa Clara County Free Library, San Jose, Cal.
Curtis, Teresa (Mrs. Hannon). 1904. Librarian, Le Conte Junior High School, Los Angeles.
Dancaster, Josephine. 1898. (Mrs. McMartin.) Catalog Department, Los Angeles Public Library.
Darlow, Gertrude E. 1893. Principal, General Literature Department, Los Angeles Public Library.
Diehl, George Anton, 1919. Assistant, Pasadena Public Library, Pasadena, Cal.
Dills, Clara B. 1905. Librarian, Solano County Free Library, Fairfield, Cal.
Doan, Jean. 1905. Librarian, Van Nuys High School, Los Angeles.
Dobell, Lila. 1921. (Mrs. Adams.) Librarian, Trinity County Free Library, Weaverville, Cal.

Domers, Emily Rose. 1920. Attendant, Science and Industry Dept., Los Angeles Public Library.
Dunn, Mabel. 1893. Librarian, Manual Arts High School, Los Angeles.
Dwight, Reba. 1920. Children's Librarian, Hawaii County Free Library, Hilo, T. H.
Eddie, Iona. 1906. (Mrs. Bowen.) Assistant, Pasadena Public Library, Pasadena, Cal.
Emmons, Louise. 1918. (Mrs. Knudson.) Children's Librarian, Moneta Branch, Los Angeles Public Library.
Fagge, Ethelwyn. 1898. (Mrs. Lawrence.) Librarian, Sentous Junior High School, Los Angeles.
Folger, Katharine. 1921. Attendant, Fiction Dept., Los Angeles Public Library.
Foote, Frances R. 1904. Principal, Catalog Dept., Los Angeles Public Library.
Foye, Betsey. 1907. Principal Attendant, Branches Dept., Los Angeles Public Library.
Frazier, Hubert B. 1922. Librarian, Dayton Avenue Branch, Los Angeles Public Library.
Freeze, Janet H. 1922. Librarian, Training School, Southern Branch of the University of California, Los Angeles.
Galantière, Lewis. 1915. Deputy administration commissioner, American section, International Chamber of Commerce, Paris.
Gates, Cornelia. 1922. Children's Librarian, Los Angeles Public Library.
Gehman, Gertrude. 1922. Assistant, Long Beach Public Library, Long Beach, Cal.
Gilstrap, Cosby. 1917. Librarian, Elementary School Library, Pasadena, Cal.
Girton, Ruth. 1919. Assistant, Harrisburg Public Library, Harrisburg, Pa.
Glassey, Margaret. 1917. Assistant Librarian, Polytechnic High School, Los Angeles.
Glenn, Gladys. 1916. Attendant, Registration and Loan Department, Los Angeles Public Library.
Goodell, Helen. 1911. Assistant, New York Public Library.
Green, Faith. 1919. Assistant, Pasadena Public Library, Pasadena, Cal.
Gregory, Marion L. 1918. Assistant, Kings County Free Library, Hanford, Cal.
Griffin, Leora. 1919. Children's Librarian, Jefferson Branch, Los Angeles Public Library.
Guiwits, Nettie. 1911. Librarian, Pico Heights Branch, Los Angeles Public Library.
Gullickson, Minnie. 1905. Librarian, Central Avenue Branch, Los Angeles Public Library.
Hamilton, Helen. 1921. Assistant, Pasadena Public Library, Pasadena, Cal.
Hammond, Grace. 1916. Librarian, Lamanda Park Branch, Pasadena Public Library, Pasadena, Cal.
Harris, Mary Louise. 1920. Librarian, Santa Ana High School, Santa Ana, Cal.
Hart, Mary G. 1904. Librarian, Arroyo Seco Branch, Los Angeles Public Library.
Hart, Veva L. 1911. Librarian, Lincoln Heights Branch, Los Angeles Public Library.
Hartman, Fern. 1920. (Mrs. Lyman.) Assistant, Pomona Public Library, Pomona, Cal.
Hays, Alice N. 1898. Reference Librarian, Stanford University Library.
Healton, Annice. 1921. Assistant, Pomona Public Library, Pomona, Cal.

Hieber, Mary. 1910. Librarian, Vernon Branch, Los Angeles Public Library.
Hoagland, Helen. 1922. Assistant, East Portland Branch, Portland, Ore.
Hoffman, Saide. 1920. Children's Librarian, Cahuenga Branch, Los Angeles Public Library.
Hollingsworth, Josephine. 1913. Attendant, Sociology Department, Los Angeles Public Library.
Hoskins, Clarissa. 1922. Assistant, Circulation Department, Sioux City Public Library.
Hout, Frank Helm. 1918. Librarian, Polk County Public Library, Dallas, Ore.
Hulberg, Mabel. 1922. Assistant, Reference Department, Pomona College Library, Claremont, Cal.
Jackson, Mrs. Emilie. 1899. Librarian, Wilshire Branch, Los Angeles Public Library.
Jacobus, Sarah Mira. 1897. Librarian, Pomona Public Library, Pomona, Cal.
Johnson, Mary Agnes. 1893. Attendant, Order Department, Los Angeles Public Library.
Jones, Mrs. Eleanor B. 1908. Librarian, Hollywood Branch, Los Angeles Public Library.
Keating, Mrs. Adèle G. 1922. Attendant, General Literature Department, Los Angeles Public Library.
Kingsley, Mrs. Florence K. 1922. Assistant, Public Library, Claremont, N. H.
Littlejohn, Lulu L. 1914. Chief, Order Department, Pasadena Public Library, Pasadena, Cal.
Livingston, Margaret. 1917. Librarian, Orange County Free Library, Santa Ana, Cal.
Livsey, Rosemary. 1921. Children's Librarian, Central Avenue Branch, Los Angeles Public Library.
Lord, Betty T. 1916. Attendant, Los Angeles Public Library.
Lund, Katharine. 1922. Children's Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula, Cal.
Lunn, Mabel. Attendant, Catalog Department, Los Angeles Public Library.
MacCloskey, Florence. 1915. Assistant, High School Library, Santa Monica, Cal.
McDowell, Pearl. 1921. Cataloger, College of the Pacific Library, San Jose, Cal.
McKindry, Anna. 1912. (Mrs. Clark.) Attendant, San Pedro Branch, Los Angeles Public Library.
McLaughlin, Gertrude. 1918. Librarian, Kauai County Free Library, Lihue, Kauai, T. H.
Madison, Anna. 1899. (Mrs. Beeman.) Librarian, Imperial County Free Library, El Centro, Cal.
Marsh, Linnie. 1912. Librarian, Jefferson High School, Los Angeles.
Matchette, Frances. 1921. Children's Librarian, Sub-branches, Los Angeles Public Library.
Mather, Harriet L. 1921. Registrar, Los Angeles Library School.
Melgaard, Irene M. 1922. Cataloger, Minneapolis Public Library, Minneapolis, Minn.
Mendenhall, Gertrude. 1921. Attendant, Reference Department, Los Angeles Public Library.
Merrick, Leona M. 1922. Assistant, High School of Commerce Library, Omaha, Neb.
Miller, Elza. 1918. (Mrs. Blanchard.) Attendant, Sociology Dept., Los Angeles Public Library.
Morgan, Ella S. 1898. Librarian, Lincoln High School, Los Angeles.

Morrison, Edith Ione. 1915. Children's Librarian, School and Teachers' Dept., Los Angeles Public Library.
Morton, Gabrielle. 1918. Librarian, Coronado Public Library, Coronado, Cal.
Munson, Ida G. 1898. Chief cataloger, State Library, Sacramento, Cal.
Newman, Margaret. 1917. Librarian, Hawaii County Free Library, Hilo, T. H.
Ott, Susanna C. 1905. Principal, Reference Dept., Los Angeles Public Library.
Pasko, Beth. 1916. Assistant, Palo Alto Public Library, Palo Alto, Cal.
Percey, Helen Gladys. 1917. Principal, Fiction Department, Los Angeles Public Library.
Perkins, Alpha. 1921. Children's Librarian, University Branch, Los Angeles Public Library.
Perry, Elizabeth. 1908. Assistant, Los Angeles County Free Library.
Purcell, Rose M. 1915. Assistant, Southern California Edison Company Library, Los Angeles.
Putnam, Blanche. 1893. (Mrs. Gardiner.) Librarian, Eagle Rock Public Library, Eagle Rock, Cal.
Richardson, Frances C. 1919. Attendant, Art Dept., Los Angeles Public Library.
Richardson, Reba. 1921. Assistant, Pasadena Public Library, Pasadena, Cal.
Richter, Margaret R. 1919. Librarian, Southern California Edison Company Library, Los Angeles.
Rooney, Margaret. 1919. Librarian, Robert F. Pike Company Chemical Library, San Francisco.
Rowell, Clara M. 1902. Attendant, Reference Dept., Los Angeles Public Library.
Rowland, Helen M. 1916. Librarian, Tuolumne County Free Library, Sonora, Cal.
Rusche, Anna Marie. 1914. (Mrs. Hook.) Children's Librarian, Subbranches, Los Angeles Public Library.
Saxton, Harriette. 1915. Attendant, Vernon Branch, Los Angeles Public Library.
Schaer, Mildred. 1918. Attendant, Art Dept., Los Angeles Public Library.
Scheck, Alice. 1914. Librarian, First National Bank, Los Angeles.
Shearer, Mabel. 1917. Children's Librarian, Minneapolis Public Library, Minneapolis, Minn.
Shute, Jeanie. 1914. Librarian, University Branch, Los Angeles Public Library.
Silverthorne, Marjorie. 1920. Assistant, Reed College Library, Portland, Ore.
Skinner, Winifred E. 1920. Librarian, Pasadena High School, Pasadena, Cal.
Smith, Elva S. 1899. Bibliographer and Instructor in the Library School, Carnegie Library of Pittsburgh.
Smith, Mabel. 1921. Attendant, Catalog Dept., Los Angeles Public Library.
Smith, Marjorie. 1921. Librarian, Cooper Elementary School, Detroit, Mich.
Spotts, Helen. 1914. Librarian, Jefferson Branch, Los Angeles Public Library.
Stelson, Jean. 1919. Attendant, Branches Dept., Los Angeles Public Library.
Stonebrook, Edna. 1921. Assistant, University of Washington Library, Seattle.

Stonebrook, Lois. 1922. Assistant, Pasadena Public Library, Pasadena, Cal.
Syle, Elizabeth. 1907. (Mrs. Madison.) Librarian, High School, Oakland, Cal.
Taylor, Marie. 1917. Assistant, University of Nevada Library, Reno, Nevada.
Taylor, Mary. 1904. Attendant, Catalog Dept., Los Angeels Public Library.
Taylor, Rose. 1914. (Mrs. Stelter.) Assistant Librarian, Manual Arts High School, Los Angeles.
Thayer, Margaret. 1919. Attendant, Catalog Dept., Los Angeles Public Library.
Thayer, Rachel. 1921. Assistant Cataloger, Long Beach Public Library, Long Beach, Cal.
Tyrrell, Emily E. 1919. Cataloger, Library of the Southern Branch of the University of California, Los Angeles.
Ulen, Esther C. 1904. Principal Attendant, Catalog Dept., Los Angeles Public Library.
Van Deusen, Marjorie. 1907. Librarian, Los Angeles High School, Los Angeles, Cal.
Vaughan, Nancy B. 1920. Principal Attendant, Science and Industry Dept., Los Angeles Public Library.
Vinton, Margaret. 1916. Assistant Classifier, University of Michigan Library, Ann Arbor, Mich.
Walker, Elizabeth. 1916. Attendant, Reference Dept., Los Angeles Public Library.
Ward, Lou J. 1919. Instructor, Los Angeles Library School.
Waring, Ruth Ann. 1914. Assistant Librarian, Pasadena High School, Pasadena, Cal.
Watson, Christine. 1921. Children's Librarian, Vermont Square Branch, Los Angeles Public Library.
West, Lucy K. 1910. Principal Attendant, Sociology Dept., Los Angeles Public Library.
West, Katharine. 1920. Assistant, Elementary School Library, Pasadena, Cal.
Wheat, Edith. 1903. (Mrs. Locklin.) Librarian, Polytechnic High School, Los Angeles.
White, Grace. 1910. Principal, Sociology Dept., Los Angeles Public Library.
Williams, Elizabeth Owen. 1918. Assistant, City School Library, Los Angeles.
Williams, Rhoda. 1914. Attendant, Branches Dept., Los Angeles Public Library.
Woodhouse, Elizabeth D. 1920. Assistant, Library Association, Portland, Ore.
Woods, Katharine R. 1919. Assistant Librarian, Pomona College Library, Claremont, Cal.
Ziegler, Corinne. 1915. Librarian, High School, Garden Grove, Cal.

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THE

LIBRARY SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

1925-1926

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1924

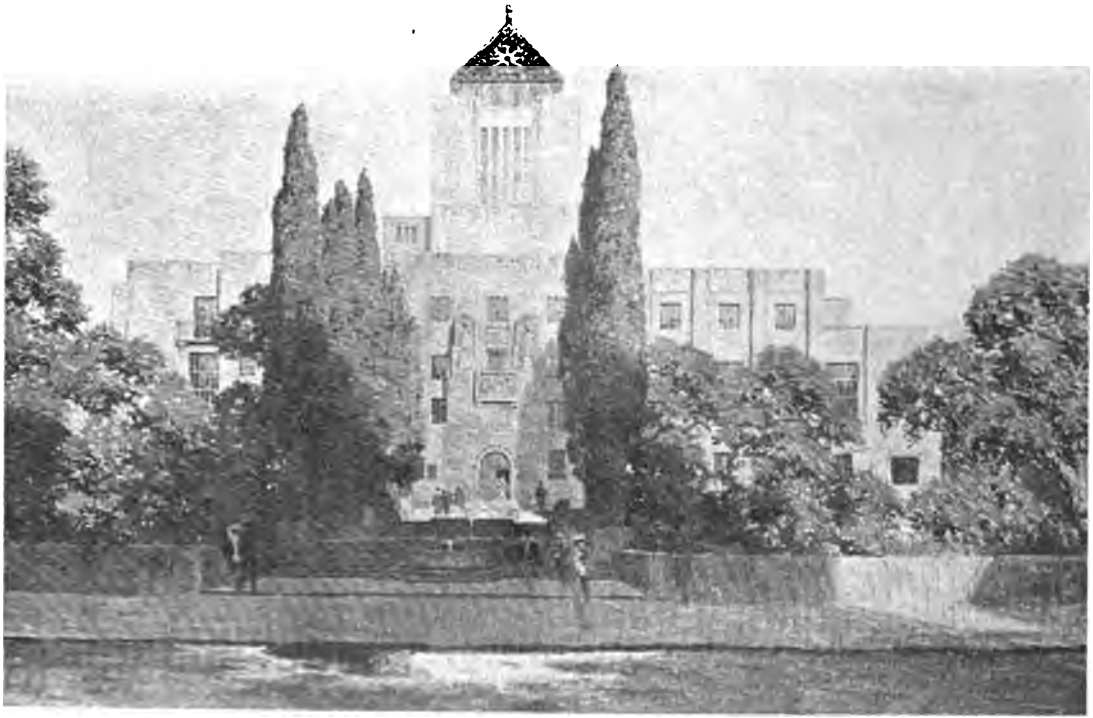
LOS ANGELES PUBLIC LIBRARY

BOARD OF LIBRARY DIRECTORS

ORRA E. MONNETTE, President
FRANCIS J. CONATY
FRANK H. PETTINGELL
MRS. KATHERINE G. SMITH
MRS. FRANCES M. HARMON-ZAHN

LIBRARIAN

EVERETT R. PERRY



THE LOS ANGELES PUBLIC LIBRARY

THE
LIBRARY SCHOOL
OF THE
THE LOS ANGELES PUBLIC LIBRARY
(Member Association of American Library Schools)

Established in 1891 as
Training Class of Los Angeles Public Library
Conducted since 1914 as
Library School for General Professional Training

Festina lente

CIRCULAR OF INFORMATION
1925-1926

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1924

CALENDAR, 1925-1926

1925

June 13. Entrance examination for Library School, 1925-26.
June 27. Efficiency and information test for Junior Attendant course.
July 6-August 31. Junior Attendant course.
September 21, 9 a. m. Instruction begins.
November 2-7. Week of practice.
November 26-29. Thanksgiving holidays.
December 21. Christmas recess begins.

1926

January 4. Instruction begins.
February 22. Washington's birthday.
March 1-6. Week of practice.
April 5-10. Library visits.
May 23-28. Final examinations.
May 30. Memorial day.
June 1-30. Month of practice.
June 10. Entrance examination for Library School, 1926-27.
June 24. Efficiency and information test for Junior Attendant course.
July 1-August 31. Junior Attendant course.

LIBRARY SCHOOL COMMITTEE

FRANCIS J. CONATY, *Director, Los Angeles Public Library.*

FRANK H. PETTINGELL, *Director, Los Angeles Public Library.*

EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-).

FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, 1911; B. L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-) *Instructor in Cataloging, High School libraries, Subject bibliography, Book buying.*

HELEN E. HAINES. (Editorial Assistant Publishers' Weekly and Library Journal, 1892-95; Managing Editor, Library Journal, 1895-1908; Recorder, American Library Association, Compiler and Editor A. L. A. Proceedings, 1897-1906; Assistant Editor American Catalogue, 1890-94; and Annual Literary Index; Instructor, Los Angeles Library School, 1914-) *Instructor in Book selection, including Modern fiction, History of books and publishing houses; Library history.*

LOU JOHNSTONE WARD, A. B. (A. B. Stanford University, 1906; Los Angeles Library School, 1919; Senior attendant Reference Department and Science and Industry Department, Los Angeles Public Library, 1919-20; Instructor, Los Angeles Library School, 1920-) *Instructor in Reference and Documents.*

HARRIET MATHER TAYLOR, A. B. (Los Angeles State Normal School, 1914-1916; A. B. Pomona College, 1918; Los Angeles Library School, 1921; Registrar, Los Angeles Library School, 1921-) *Registrar and Instructor in Classification and Book-trade bibliography.*

ALICE C. MOONEY. (Philadelphia School of Industrial Art, 1915-17; University of California, 1921-22; 1924; Los Angeles Library School, 1923; Philadelphia Public Library, 1920; Branches Department, Los Angeles Public Library, 1921-22; First Assistant, Lincoln Heights Branch, 1923-24; Instructor, Library School, 1924-) *Instructor in Classification and Periodicals; Reviser.*

ASSISTING INSTRUCTORS

GLADYS S. CASE, *Principal of Department of Children's Work.* (Carnegie Library of Pittsburgh Training School for Children's Librarians, 1910-11; Assistant, Carnegie Library of Pittsburgh, 1911; Children's Librarian, Barr Branch, St. Louis Public Library, 1911-13; Assistant to Supervisor of Children's Department, St. Louis Public Library, 1915-17; Children's Librarian, Los Angeles Public Library, 1919-20; Principal Juvenile Department, 1920-22; Principal, Department of Children's Work, 1922-) *Instructor in Library Work with Children.*

HELEN T. KENNEDY, B. L. S., *Assistant Librarian, Los Angeles Public Library.* (B. L. S., University of Illinois Library School, 1903; Jacksonville Public Library, 1903-05; Librarian, Kewanee Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal, Branches Department, 1912; Assistant Librarian, 1922-) *Instructor in Administration; Library Buildings.*

BLANCH L. UNTERKIRCHER. *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-1921; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-) *Instructor in Loan Administration.*

Lectures on various subjects are given by the following members of the Los Angeles Public Library staff: Mary Alice Boyd, Gladys Caldwell, Bessie Carrick, Jessie E. Cavanagh, Laura C. Cooley, Frances R. Foote, Florence Hovey, Lilian Hrubesky, Louise E. Jones, Katharine D. Kendig, Rosemary E. Livsey, Maryette G. Mackey, Alpha Perkins, Ione Morrison Rider, Frances C. Richardson, Clara Rowell, Laura Scheuffler, Nancy B. Vaughn.

LECTURERS CONDUCTING COURSES

JASMINE BRITTON, A. B., *Supervisor of Elementary School Libraries, Los Angeles.* (A. B. Smith College, 1907; Certificate, Carnegie Library of Pittsburgh Training School for Children's Librarians, 1909-10; Assistant, Carnegie Library of Pittsburgh, 1910; Children's Librarian, Spokane Public Library, 1910-14; Principal of the Juvenile Department, Los Angeles Public Library, 1914-1920; Supervisor of Elementary School Libraries, Los Angeles, 1920-) *Lecturer on Library work with Children.*

GERTRUDE E. DARLOW. (Los Angeles Public Library Training Class, 1893; Assistant, Los Angeles Public Library, 1893-1904; Principal of the Circulation Department, 1904-17; Principal of the Department of Literary Advancement, 1917-19; Principal of the General Literature Department, 1919-22) *Lecturer on Recent Literature.*

PHILIP S. GOULDING, A. B., *Head, Catalog Department, University of California in Los Angeles.* (A. B. Yale University, 1898; New York State Library School, 1898-99; Cataloguer, New Hampshire State Library, 1899-1900; University of Missouri Library, 1901; Organizer and Cataloguer, University of the South Library, Sewanee, Tenn., 1901-02; Assistant, Catalogue Division, Library of Congress, 1902-06; Catalogue Librarian, University of Illinois Library, 1906-17; Head Cataloguer, Henry E. Huntington Library, 1917-1924; Head, Catalog Department, Library of the University of California in Los Angeles) *Lecturer on Cataloging and Classification.*

HELEN E. VOGLESON, A. B., *Librarian, Los Angeles County Free Library.* (A. B. Mt. Holyoke College, 1903; New York State Library School, 1903-04; Branch Librarian, Carnegie Library of Pittsburgh, 1904-13; Head of County Department, Santa Barbara Public Library, 1914-16; Acting Librarian, Inyo County Free Library, 1916; 2d Assistant Librarian, Los Angeles County Free Library, 1917-18; Assistant Librarian, 1918-1924; Librarian, 1924-) *Lecturer on County Library Work.*

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURES, 1923-24

MARGARET BAKER, *High School Library, Tucson.* Beginning school library work.

JOHN BENNETT. Master Skylark.

FREDERICK T. BLANCHARD, *Professor of English, University of California in Los Angeles.* Looking forward.

LESLIE H. BLISS, *Henry E. Huntington Library.* Buying rare books.

ELIZABETH BURNELL, *Supervisor of Nature Study, Los Angeles City Schools.* Books of science for children.

CLARA M. BYRNE, *Pasadena Public Library.* Children and poetry.

CLIFFORD B. CLAPP, *Henry E. Huntington Library.* Reference books for cataloguers. Two lectures.

LORETTO CLARK, *Supervisor, Visual Education, Los Angeles City Schools.* Use of visual material.

GEORGE WATSON COLE, *Henry E. Huntington Library.* The Huntington Library.

DONZELLA CROSS, *Victrola Company.* Story-telling with music.

MARIAN P. GREENE, *Alhambra Public Library.* Story-telling. Two lectures.

MARY L. HARRIS, *Santa Ana High School Library.* Instruction in the use of the library.

R. B. HASELDEN, *Henry E. Huntington Library.* Manuscripts.

FLORENCE HEINTZ, *National Secretary, Girl Scouts.* The psychology of the Girl Scout movement.

MAY D. HENSHALL, *California State Library.* Taking books to people.

LOUIS G. HOFFMAN, *Secretary, Boy Scouts of Los Angeles.* Animal stories for boys.

STELLA HUNTINGTON, *Santa Clara County Free Library.* County library work.

VIERLING KERSEY, *Assistant Superintendent of Schools, Los Angeles.* New concepts in education.

SARAH J. MCCARDLE, *Fresno County Free Library.* Administration of county libraries.

LINNIE MARSH, *Jefferson High School, Los Angeles.* The equipment of a school library.

SYDNEY B. MITCHELL, *University of California Library.* College library administration. Five lectures.

CORNELIA D. PROVINES, *Sacramento County Free Library.* Library work in prisons.

MILDRED E. SCHAER, *Bell Telephone Company Library, Los Angeles.* Art periodicals.

ALICE SCHECK, *First National Bank Library, Los Angeles.* Special libraries in Los Angeles.

LAURA GROVER SMITH, *Virgil Junior High School Library, Los Angeles.* Books and boys in the school library.

MARY MARJORIE SMITH, *Teachers College Library, Detroit.* School libraries in Detroit.

DAVID BRUNO USSHER, *Musical critic, Los Angeles Express.* Books about music.

CLARA VAN SANT, *formerly Jackson County Library, Medford, Oregon.* Contact with books and people in small libraries.

WILLARD O. WATERS, *Henry E. Huntington Library.* The Library of Congress.

[illegible]E G. WHITBECK, *Librarian, Contra Costa County Free Library.* [illegible]rk with schools in the county library.

HISTORY

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded, until the admission, in July, 1918, of the Library School of the Los Angeles Public Library to membership in the Association of American Library Schools, marks its professional acceptance as an accredited library school of recognized standing.

PURPOSE

The Library School is a professional school offering a one-year course of training in library work to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in bibliographical cataloging, high school libraries and library work with children may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of city, school and county libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons is necessary in such a library. The special departments in a large library (book-buying, catalog, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for catalogers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

The school library is a comparatively recent development. It appeals to those who have special talents for work with adolescents and the initiative necessary in pioneer work. County libraries, especially in the west, need many workers. This type of library demands ability to organize, to keep records and to appreciate the claims of all the people of the county. Taking books to readers in remote camps and ranches and in towns satisfies the adventurous spirit. In college and reference libraries the librarian serves scholars and students, and the association with books and research workers is a constant mental stimulus. Special libraries in corporations, banks and business houses of every kind are

increasing in number. These give scope and use for the librarian's knowledge of classification, cataloging, filing and research.

All persons engaged in library work find a durable satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

STUDENTS AND GRADUATES

The Library School draws its students from a wide territory, the Atlantic coast and the middle west being represented as well as the Pacific coast states. Students from Canada, Australia, Holland and China have also been enrolled. Since 1891, when the Library established its training class from which the present Library School developed, 344 persons have completed the course. Of these, 129 are married, and 197 graduates are now engaged in library work as follows:

Public libraries	125	
Chief librarians		7
Heads of departments		11
Catalogers		17
Children's librarians		21
Assistants		69
College libraries		10
County libraries		10
Special libraries		12
School libraries		36
High schools		28
Elementary schools		8
Library School instructors	4	

APPOINTMENTS TO POSITIONS

The demand for trained workers in these different types of libraries is much greater than the supply. Salaries have increased until they are nearly comparable with those of teachers. There is no doubt that desirable positions with fair salaries will always be open to graduates of the School, although those who, for personal or family reasons, prefer one part of the country will find their choice of positions limited. In the Los Angeles Public Library many and varied opportunities are available each year, and while graduates are eligible for positions in any part of the country, the School desires to place as many as possible in Los Angeles. The School is constantly in correspondence with libraries in all parts of the country and is always prepared to place graduates in suitable positions or to recommend them for promotion. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the School is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain for at least a year in library work. The Los Angeles Public Library relies upon graduates of the School to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer.

Graduates who wish positions in the Los Angeles Public Library must pass a city civil service examination, which is a prerequisite to all municipal employment. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because

of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public, school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3 rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 300 branches and more than 374,000 volumes, and the Los Angeles City School Library, with 292,000 volumes, and the Los Angeles Public Library, with 180 distributing agencies and 535,000 volumes.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which will eventually become a national research center for scholars and bibliographers.

The School is fortunate in the co-operation of the staff of Huntington Library. Lectures on manuscripts, in innabula and other rare books are given by members of the staff and visits to the library are arranged.

Of the total number of libraries in Los Angeles County 15 are free public libraries, 53 are school libraries and 31 are special libraries serving various societies and institutions. Notable among the scientific and technical libraries are the Barlow Medical Library and the Southern California Edison Company Library in Los Angeles, and the Mt. Wilson Solar Observatory Library, and the new Norman Bridge Library of Physics at the California Institute of Technology. Other special libraries of importance are those of the Lasky Film Corporation, Krotona Institute, Barker Brothers, the First National Bank and the Security Trust and Savings Bank. School libraries are numerous and extensive. The elementary school libraries of Los Angeles, Long Beach and Pasadena are well organized. In Los Angeles alone there are 18 junior high school and high school libraries, and high school libraries have been developed to a marked degree throughout southern California. Pomona, Whittier, Redlands and Occidental colleges and the University of Southern California all realize the importance and value of college libraries. The Southern Branch of the University of California has developed into a flourishing university from its former more limited field as the Los Angeles Normal School, and its library is now being expanded to meet the needs of a large student body. Southern California is rich in small public libraries and those of medium size. Pasadena, South Pasadena, Alhambra, Pomona, Long Beach, Santa Monica and smaller cities have attractive buildings and well organized collections.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class-room. The central library, in which the School is quartered, occupies four upper floors in a ten-story office building in the heart of the city. In arrangement and equipment it represents intensive library planning of a most effective kind, serving both as the administration headquarters of the entire system and as center for an immense volume of public use, in reference, specialized study, circulation and use by children. Among the distributing agencies of the system are 24 branches, 3 playground branches, 15 sub-branches, and deposit stations of many kinds, so that students are able, in supervised practical work, to become familiar with details of small library management and equipment, as well as with the problems of a large city library system.

The new library building is now under construction. Its central location, beauty of design and convenience of arrangement for library purposes will make it an adequate center for city library development. The Library School will occupy a suite of rooms on the third floor.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School at present occupies a class room and faculty room on the tenth floor of the building in which the central library is located. Windows fill two sides of the class room, providing light and air in abundance. From the entrance corridor the roof is accessible, and is used for five-minute promenades between the lecture periods.

Locker facilities are provided on the ninth floor. Schoolroom equipment includes individual desks, eight typewriters for practice work, and an extensive collection of books, pamphlets, periodicals and reference material used in class work. A constantly changing collection of several hundred books for class examination and study is supplied by the Library. In its files of library publications and reports, and in bibliographical and library economy material, the School collection is already fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into a strong, permanent reference collection, illustrating all phases of library activity.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

A symphony orchestra giving fortnightly concerts.

Three Philharmonic series, including many concerts by famous musicians.

A chamber music society, giving a series of twelve concerts.

Two choral societies, giving regular concerts.

Lecture courses given under the direction of the Teachers' Club and kindred organizations.

An active Drama League.

The Southwest Museum, illustrating in its collections the early Indian and Spanish history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

UNIVERSITY CREDITS

Credit toward graduation has been granted to students who complete the course in the Los Angeles Library School by the University of California, Stanford University, Pomona College, Occidental College, the University of Southern California, the University of Oregon, and the University of New Mexico. These recognize the year's work in the school as the equivalent of study toward the degree of Bachelor of Arts in these institutions.

Occidental College and Redlands University offer a combined course of academic and professional study, in which three years are spent at the college and the senior year in the Los Angeles Library School. The degree of A. B. is granted to students who meet the requirements of both institutions and write a thesis satisfactory to the faculties of the College and the Library School.

HIGH SCHOOL LIBRARIAN'S CERTIFICATE

In California, a special certificate, similar to that of a high school teacher, is required of high school librarians. Students who are college graduates, and have included a minimum of twelve units in pedagogy in their college courses, are eligible for this certificate, after completing the year's course, including the elective course in school libraries.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised, and in the case of applicants for school library positions, is essential.

AGE. Applicants must be over twenty and under thirty-five years of age, except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the school in age, health and personal fitness for library work.

All applicants not holding a degree from an approved college are required to take the entrance examinations, which are held on the second Saturday of June, in order that the successful applicants may have time for the required reading and typewriting practice before school opens. If it is deemed advisable, a second examination will be given in September, for later applicants. Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that, whenever possible, applicants come to Los Angeles.

Ordinarily, three years of college work are required, or a satisfactory equivalent in library experience, and applicants who have not had the equivalent of a high school education should not attempt the examinations. The Junior Attendants' course (described on p. 19), is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practictioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

LIBRARY HANDWRITING. In spite of the growing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to applicants. Questions on these books are not included in the entrance examinations, but they are discussed in the first meeting of the class in book selection.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition, and rhetoric should be included, and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the language preparation in high school and continue the study for at least two years in college. Acquaintance with a second modern language is desirable.

Latin is an important basis for study of other languages.

History courses are essential. Ancient history, mediaeval and modern European history, the history of England and the United States are all necessary as a background for the study of literature. Familiarity with the history of the Far East is useful on the Pacific coast.

Economics, sociology, political science.

Psychology, philosophy.

Pedagogy. A minimum of twelve units is required of applicants for the special school library certificate.

Science, one or more of the following: Zoology, botany, physiology, physics, chemistry, geology.

Public speaking.

Applicants taking the entrance examinations should understand that the questions are framed to test their general information as well as their knowledge of history, literature and current events. Sight translation from one modern language, French, German or Spanish, is included.

Typical examination questions will be found on p. 20 of the Circular. In preparation a careful review of general history and literature is recommended. A knowledge of current events in the fields of art, science, literature, politics and economics is necessary. This can be gained from a systematic reading of the best newspapers and magazines.

SEMESTERS AND HOURS

The school year is divided into two semesters. During the second semester students may elect library work with children, school libraries, bibliographical cataloging, or special reference work. Classes meet each morning of the week, including Saturday, from 9 to 12:30. The study or practice following each lecture, varies, at least two hours being required, and in some cases, considerably more time is required. Students are expected to spend the afternoons except Saturday in study, and some evening study will also be necessary. During the weeks of practice the hours will be adjusted to those of the library to which the student is assigned.

It should be distinctly understood that the course requires the entire time of the student, who should not engage in any other study or work during the year.

TUITION AND EXPENSES

The tuition fee for persons who have been residents of the city of Los Angeles for one year or more is $50, $25 being due in October and $25 in February. For non-residents, the fee is $75 for the course, $40 being due in October and $35 in February. Upon notification of acceptance each applicant is expected to remit a registration fee of $5.

This is applied as part of the tuition fee for the first semester; in case of the withdrawal of the applicant before the opening of the School, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after the School opens.

Students' expenses for books, stationery and other supplies should not exceed $25; a few of the text-books may be loaned to students if desired. An allowance of $25 must be made for library visiting trips, which include Santa Barbara, San Diego, and other cities near Los Angeles.

The books listed below are needed by each student, and applicants who own them may save expense by bringing them to the School:

A. L. A. catalog rules. 1908.

A. L. A. subject headings. 3d edition. 1911.

Dewey, Melvil. Decimal classification. Recent edition.

Mudge, Isadore. New guide to reference books.

A satisfactory room with breakfasts and dinners may be procured for from $45 to $60 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

FIRST SEMESTER

	Credits
Book selection	2
History of books and publishing houses	1
Bibliography	1
Reference	2
Cataloging	2
Classification	2
Bookbinding	1
Library administration	1
Library work with children	2
Practice	2
Total	16

SECOND SEMESTER

Book selection	3
Bibliography	2
Reference	2
Cataloging	2
Library administration	2
School and county libraries	1
Electives	1
Practice	3
Total	16

BIBLIOGRAPHICAL COURSES

Book selection. First and second semesters. 2 credits first semester; 3 credits second semester. *Miss Haines.*

Designed to familiarize, so far as possible, with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (Biography, History, Travel, Literature, Sociology, Nature and Popular science, Fine Arts, Technology, Religion and Philosophy) analysis of broad classes of literature with consideration of editions, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use.

b. Systematic study and checking of *Publisher's Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with comparative study and discussion of *Booklist* and *Book Review Digest,* and examination and discussion of current publications.

c. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year.

Recent literature. Review and discussion of books in literature (especially Modern Poetry, Drama, and Essays). *Miss Darlow.*

History of books and publishing. First semester. 1 credit. *Miss Haines.*

a. History of books and printing. Early ages of book history, the printing era, early printed books.

b. Publishing houses; their history and specialties. Historical development; history and characteristics of leading American and English publishing houses; specialized publishers; book-trade knowledge of value in selection and buying for libraries.

Bibliography. First and second semesters. 3 credits.

Book-trade bibliography. Historical development, national book-trade bibliographies of Europe; English and American book-trade bibliography, general, national, and special; related bibliographical aids, important catalogs, and special bibliographies. *Mrs. Taylor.*

Bibliography. Study of most important subject bibliographies, with practice in making reading lists and an original bibliography, assigned to give a working knowledge of the bibliographical aids useful in general library work. *Miss Horton.*

Theses and bibliographies. Each student is required to spend a minimum of 81 hours in preparing a final bibliography or thesis on some phase of library work. These must be submitted and accepted before the certificate of graduation is given. Subjects are chosen with a view to their practical values. *Miss Horton.*

Reference work. First and second semesters. 2 credits for each semester. *Miss Ward.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the

results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes.

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the study of state and city documents. Cataloging of documents is a part of the cataloging course. *Second semester. Miss Ward.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Ward and others.*

TECHNICAL COURSES

Cataloging and subject headings. First and second semesters. 2 credits for each semester. *Miss Horton.*

The course includes lectures, recitations, and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed. Includes also:

Order, accession, and shelf-listing.

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, method of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given *Miss Horton.*

Classification. First semester. 2 credits. *Mrs. Taylor, Miss Mooney.*

Study of the Decimal system. Exercises in classifying selected books follow lectures. Lectures are given on other classification systems, including the Cutter, Library of Congress, and the Institute International de Bibliographie. The importance of adapting classification to the need of special localities and types of libraries is emphasized through the discussion of specific books. Methods of simplification, especially in biography and literature, are taught. The study of book numbers is included in this course.

Binding and repair. First semester. 1 credit.

a. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are three hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

b. Mechanical processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

ADMINISTRATIVE COURSES

Library organization and administration. First and second semesters. First semester, 1 credit. Second semester, 2 credits.

Library administration. Sources of library funds, handling of library

funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods. Both semesters. *Mr. Perry, Miss Kennedy and special lecturers.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Kennedy.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, of registering borrowers, deposits, dues, lost books and other subjects connected with book circulation. First semester. *Miss Unterkircher.*

History of the library movement. History of European libraries, early and present; American library movement; library associations and library periodicals; great American libraries and their specialties; American library biography. Assigned reading and special reports on each topic. Second semester. *Miss Haines.*

The library and public affairs. A series of lectures by different instructors and special lectures designed to bring about the relation of the library to the community life. Includes talks on social betterment agencies, municipal and government activities and problems, methods of working into local organizations, neighborhood survey, etc.

Current library topics. Class discussion of library problems based on articles appearing in the reports and bulletins of libraries and in American and English periodicals. Both semesters. *Miss Horton.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

Library work with children.

a. Children's literature. Lectures with reading and discussion on the history of children's books and selection of books for children. Required of all students. First semester. 2 credits. *Mrs. Case, Miss Britton and special lecturers.*

b. Administration of children's rooms. An elective course of lectures on administration problems designed for students who wish to be children's librarians. Second semester. ½ credit. *Mrs. Case.*

c. Story-telling. Principles underlying the art of story-telling applied to the selection, adaptation and oral presentation of stories. Students electing this course will tell stories in the playground and other branches of the library. Second semester. ½ credit. *Mrs. Case and others.*

School and county libraries. Second semester. 1 credit.

a. Library work with schools. Lectures and required reading. The work of the School and teachers' department, deposit stations in the schools, educational theories and books are discussed in order to give an intelligent understanding of the possibilities of co-operation with teachers. Second semester. *Miss Jones.*

b. School libraries. A survey of school library movement, with special emphasis on work in high schools. Six lectures are required of all students, the remaining twelve are devoted to special phases of administration, with problems and required reading, and may be elected

by members of the class who are college graduates and who wish to specialize in school library work. As a supplement to the lectures, these students will be given special practice in high school libraries. Second semester. *Miss Horton.*

c. County libraries. Development of county library extension; California system, the law, aims and methods. Lectures given in the Los Angeles Free County Library, with exposition of records and equipment. Practice work in the county library is assigned to students who are especially interested in the work. Second semester. *Miss Vogleson and others.*

ELECTIVE COURSES

During the second semester the students may elect one of the following courses: One credit.

Advanced cataloging and classification.

Lectures and practice in cataloging of more difficult books, with special emphasis on the use of bibliographical reference tools. Methods of reclassification and recataloging, organization of the catalog department, university cataloging. *Mrs. Taylor, Mr. Goulding, Mr. Clapp.*

Advanced reference work.

Students are given special practice in the use of music, art, history or technology reference books and documents, and are assigned a reference problem requiring 24 hours for its solution. *Miss Ward and others.*

High school libraries.

See School libraries. *Miss Horton.*

Library work with children.

See *b* and *c* under Library work with children. *Mrs. Case and others.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 8. [*About 20 hours.*

PRACTICE WORK

The month of June and three other periods of a week each during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. In addition to the various departments and branches of the Los Angeles Public Library, the County Free Library, several high schools and public libraries accept students for practice work. No student is excused from this practice, for the variety of cooperating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of July and August. Lectures, problems, and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, registration and loan departments and to the branches for supervised practice.

Candidates for this course should be high school graduates between eighteen and twenty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work on the third

Saturday in June. The fee for the course is $10 for residents of Los Angeles, $25 for others, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work after completing the course, and those who complete the course should feel themselves under obligation to work for at least one year in some library, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE AND GENERAL INFORMATION

1. Name five great writers of drama, five of poetry, five of fiction, and five of either history or essays. Make your list as universal as possible, mentioning at least one work of each and giving nationality.
2. Name some of the men identified with each of the following literary groups:
   - English Lake poets
   - Pre-Raphaelites
   - Transcendentalists
   - Augustan age of English literature
   - French romanticists
   - Restoration dramatists
   - Scandinavian dramatists
   - Roman poets
3. State nationality and characterize briefly an important work of ten of the following:
   - Petrarch
   - Molière
   - Ibsen
   - H. G. Wells
   - Agnes Repplier
   - G. K. Chesterton
   - Taine
   - Adam Smith
   - Echegaray
   - Stephen Phillips
   - James Lane Allen
   - D'Annunzio
   - Spenser
   - Dostoievski
4. What is the significance to you of the following terms: (Answer 10.)
   - Troubadours
   - John Doe and Richard Roe
   - Imagists
   - Vers libre
   - Metaphor
   - Stamen
   - A priori
   - Pons asinorum
   - Morality play
   - Epic poetry
   - Spectrum
   - Numismatics
   - Pedagogy
   - Archaeology
5. Give author and title and briefly characterize one important work in the literature of each of the following countries:
   - Norway
   - Russia
   - Italy
   - Spain
   - India
6. Locate and state briefly what is suggested to your mind by the following: (Choose 10.)
   - Acropolis
   - Vatican
   - Louvre
   - Colosseum
   - Ford's theatre
   - Campanile
   - Smithsonian institution
   - Metropolitan museum
   - Parthenon
   - Black hole of Calcutta
   - Bridge of Sighs
   - Stonehenge
   - Stadium
   - Dying Gaul
   - Sistine chapel
   - Notre Dame
   - Cockpit of Europe
   - City of seven hills
7. Name: (Select 5.)
   - Two artists of the Italian renaissance
   - An animal painter
   - A famous work of classical sculpture
   - An American sculptor
   - An American painter
   - A famous Madonna
   - A famous portrait painter
   - A French sculptor
   - Two well-known illustrators

8. Discuss the work of one of the following:
   - Joseph Conrad
   - Thomas Hardy
   - John Galsworthy
   - Arnold Bennett
   - Edith Wharton
   - Vicente Blasco Ibañez

9. Name author and title of works in which ten of the following characters appear:
   - Titania
   - Tiny Tim
   - Aladdin
   - Priscilla Alden
   - Beatrix
   - Mowgli
   - Snow-white
   - Jo March
   - Wendy
   - Topsy
   - Olivia Primrose
   - Elizabeth Bennett
   - Mr. Micawber
   - Maid Marian

10. Language test consisting of sight translation of French, German, or Spanish.

HISTORY AND CURRENT EVENTS

1. Name three important public questions that have been discussed in President Coolidge's administration, and discuss one. (About 250 words.)
2. To what condition in Europe did the United States owe the following:
   - Puritan settlement of the seventeenth century.
   - Immigration of the French Huguenots.
   - Irish immigration of the eighteenth and middle nineteenth century.
   - German immigration, 1848.
   - Russian and Polish Jew immigration of last 25 years.
   - Recent exodus of Finns to this country.
3. Name and discuss four events that seem to you significant in the growth of democracy in Europe.
4. Characterize briefly ten of the following persons, locating each by country and by century:
   - Wolsey
   - Cato
   - Xerxes
   - James Bryce
   - Garibaldi
   - Alexander Hamilton
   - Thomas à Becket
   - Noah Webster
   - Henry David Thoreau
   - Sobieski
   - Robespierre
   - Carmen Sylva
   - Auguste Rodin
   - De Valera
   - Henri Petain
   - William James
   - Phillips Brooks
   - Rabindranath Tagore
5. Define the following:
   - Americanization
   - National prohibition
   - Council of national defense
   - Profiteering
   - Soviet
   - Magna Charta
   - Project method
   - Public utilities
   - Vocational guidance
   - Race-riots
   - Civic centers
   - Barrage
   - Binet-Simon tests
   - Bolshevism
6. Name the ruler and tell the form of government of five of the following countries:
   - France
   - Mexico
   - Switzerland
   - Italy
   - Japan
   - Portugal
   - Czecho-Slovakia
   - Poland
7. Locate ten of the following places and mention an event or point of interest that makes each stand out in your mind:
   - Marathon
   - Calcutta
   - Bagdad
   - Ellis Island
   - Saloniki
   - Dardanelles

Tours	Picardy
Pisa	Bosworth field
Shantung	Versailles
Alsace-Lorraine	Rubicon

8. Mention one person prominent at the present time in the following fields: (Choose 5.)

Education	Music
Science	Social betterment
Journalism	Painting
Railroads	Literary work
Aviation	Drama

ALUMNI ASSOCIATION

The Alumni Association of the Library of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni newsletter, issued several times during the year, gives information about the graduates' work. The annual dues, with contributions from friends of the School, form the Alumni loan fund. The class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course.

The officers elected to serve in 1924-25 are Nancy B. Vaughn (1921) president; Alice C. Mooney (1923) vice-president; Alice Scheck (1914) secretary-treasurer.

GRADUATES OF THE LOS ANGELES PUBLIC LIBRARY TRAINING CLASS AND LIBRARY SCHOOL

1892-1924

This list includes only the graduates now in Library work.

Abrahams, Vida K. 1920. Assistant cataloger, Los Angeles County Free Library.

Aldrich, Helen S. (Mrs. Armstrong.) 1920. Attendant, Fiction Department, Public Library, Los Angeles.

Alexander, Mrs. Helen M. 1920. Attendant, Reference Department, Public Library, Los Angeles.

Anderson, Edna A. 1915. Assistant Librarian, Long Beach High School, Long Beach, California.

Badger, Ethelwyn. 1921. Librarian, Belmont-Hawthorne Branch, Library Association, Portland, Oregon.

Baker, Margaret. 1922. Librarian, High School, Tucson, Arizona.

Ball, Katharine F. 1922. Assistant, Free Public Library, Santa Barbara.

Bean, Ramona. 1911. Library Department, Library Bureau, Los Angeles.

Beckley, Stella. 1899. Librarian, John Adams Junior High School, Los Angeles.

Bellinger, Mrs. Lola. 1923. Children's Librarian, Public Library, Salem, Oregon.

Biddle, Marie H. 1921. Assistant, Public Library, Detroit, Michigan.

Biggs, Helen. 1923. Children's Librarian, Library Association, Portland, Oregon.

Bishop, Ruth. 1919. Assistant, Public Library, Santa Ana.

Blackburn, Lois. 1923. Librarian, El Centro High School, El Centro.

Bowler, Roberta. 1921. Assistant, Hollywood Branch Library, Los Angeles.

Boyd, Mary Alice. 1921. Attendant, Science and Industry Department, Public Library, Los Angeles.
Boynton, Elizabeth. 1915. Assistant, Library, University of California, in Los Angeles.
Boynton, Mary. 1904. Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula.
Bridge, Estelle. 1920. Assistant, Public Library, Fresno.
Broad, Mrs. Florence. 1911. Librarian, Elementary School Library, Pontiac, Michigan.
Brown, Charlotte M. 1905. Librarian, University of Southern California Library, Los Angeles.
Brown, Mrs. Saxon. 1916. Librarian, East Branch, Public Library, Pasadena.
Burk, Hazel. 1922. Librarian, Public Library, Spencer, Indiana.
Byrne, Clara M. 1920. Children's Librarian, Public Library, Pasadena.
Caldwell, Gladys. 1919. Principal, Art and Music Department, Public Library, Los Angeles.
Cameron, Marguerite. 1918. Children's Librarian, Albina Branch, Library Association, Portland, Oregon.
Carrick, Ella. 1924. Assistant cataloger, Library Association, Portland, Oregon.
Carwyle, Eloise. 1908. Librarian, Lafayette Junior High School, Los Angeles.
Cavanaugh, Mrs. Jessie. 1913. Librarian, Vermont Square Branch, Public Library, Los Angeles.
Chase, George E. 1920. Attendant, Science and Industry Department, Public Library, Los Angeles.
Chiles, Margaret E. 1923. Head, Periodical Department, Public Library, Sacramento.
Chubbic, Elizabeth. 1924. Children's Librarian, Public Library, Long Beach.
Clark, Loretto. 1906. Supervisor, Visual Education, City Schools, Los Angeles.
Clements, Alma. 1919. Children's Librarian, Public Library, Long Beach.
Cole, Mildred B. 1924. Children's Librarian, Library Association, Portland, Oregon.
Connor, Elizabeth. 1916. Librarian, Mt. Wilson Solar Observatory Library, Pasadena.
Cooley, Laura. 1905. Principal Attendant, Reference Department, Public Library, Los Angeles.
Coolidge, Frances. 1922. Assistant, Public Library, Alhambra, California.
Cory, Mabel. 1905. Librarian, San Pedro High School Library, Los Angeles.
Coy, Mabel. 1923. Assistant, Public Library, Pasadena.
Coyner, Helen. 1920. Assistant Librarian, Manual Arts High School, Los Angeles.
Crandall, Edith. 1922. Children's Librarian, West Hollywood Branch, Public Library, Los Angeles.
Crowe, Gladys. 1914. Attendant, Art and Music Department, Public Library, Los Angeles.
Curtis, Teresa (Mrs. Hannon.) 1904. Librarian, Le Conte Junior High School, Los Angeles.
Darlow, Gertrude E. 1893. Lecturer, Public Library, Los Angeles.
Davenport, Ruth. 1924. Assistant, Public Library, Long Beach.
Delaney, Mrs. Ruth. 1923. Librarian, General Petroleum Library, Los Angeles.
Diehl, George Anton. 1919. Assistant, New York Public Library, New York City.

Dietsch, Julia. 1924. Attendant, Registration and Loan Department, Public Library, Los Angeles.
Dills, Clara B. 1905. Librarian, Solano County Free Library, Fairfield, California.
Doan, Jean. 1905. Librarian, Part-time High School, Los Angeles.
Dobell, Lila (Mrs. Adams). Librarian, Trinity County Free Library, Weaverville, California.
Domers, Emily Rose. 1920. Librarian, McKinley Junior High School, Los Angeles.
Douden, Fonnie V. 1924. Children's Librarian, Vernon Branch, Public Library, Los Angeles.
Doty, Mabel W. 1924. Librarian, Public Library, La Grande, Oregon.
Dunn, Mabel. 1893. Librarian, Manual Arts High School, Los Angeles.
Dwight, Reba. 1920. Children's Librarian, Hawaii County Free Library, Hilo, T. H.
Eddie, Iona (Mrs. Bowen.) 1916. Assistant, Public Library, Pasadena, California.
Fagge, Ethelwyn (Mrs. Lawrence.) 1898. Librarian, Los Angeles High School, Los Angeles.
Fasel, Florence. 1923. Children's Librarian, Carnegie Library, Boise, Idaho.
Folger, Katherine. 1921. Assistant Librarian, Lincoln High School, Los Angeles.
Foote, Frances R. 1904. Principal, Catalog Department, Public Library, Los Angeles.
Foye, Betsey M. 1907. Principal, Branches Department, Group 2, Public Library, Los Angeles.
Frazier, Hubert B. 1922. Principal, Shelf Department, Public Library, Los Angeles.
Freer, Helen. 1923. Assistant, Public Library, Long Beach.
Galantiere, Lewis. 1915. Deputy administrative commissioner, American section, International Chamber of Commerce, Paris.
Gehman, Gertrude. 1922. Cataloger, High School Libraries, Seattle, Washington.
Gilstrap, Cosby. 1917. Librarian, Alhambra High School, Alhambra.
Girton, Ruth. 1919. Children's Librarian, Public Library, Harrisburg, Pa.
Glassey, Margaret. 1917. Assistant Librarian, Polytechnic High School, Los Angeles.
Glenn, Gladys. 1916. Attendant, Lincoln Heights Branch, Public Library, Los Angeles.
Goodell, Helen. 1911. Librarian, Naval Training Station, San Diego, California.
Green, Faith. 1919. Assistant, Public Library, Pasadena.
Gregory, Marion L. 1918. Cataloger, San Bernardino County Free Library, San Bernardino.
Griffin, Leora. 1919. Children's Librarian, Santa Monica Branch, Public Library, Los Angeles.
Gross, Joy. 1923. Attendant, General Literature Department, Public Library, Los Angeles.
Guiwits, Nettie. 1911. Librarian, Pico Heights Branch, Public Library, Los Angeles.
Hamilton, Helen (Mrs. Toy.) Assistant, Public Library, Pasadena.
Hammond, Grace. 1916. Librarian, Lamanda Park Branch, Public Library, Pasadena.
Harris, Mary Louise. 1920. Librarian, Santa Ana High School, Santa Ana.
Hart, Mary G. 1904. Librarian, Arroyo Seco Branch, Public Library, Los Angeles.

Hart, Veva L. 1911. Principal Attendant, Catalog Department, Public Library, Los Angeles.
Hartman, Fern (Mrs. Lyman.) 1920. Assistant, Public Library, Pomona.
Hays, Alice N. 1898. Reference Librarian, Stanford University Library.
Healton, Annice. 1921. Assistant Cataloger, Public Library, Los Angeles.
Hendrix, Hope Eva. 1923. Children's Librarian, Public Library, Los Angeles.
Hieber, Mary. 1910. Librarian, Vernon Branch, Public Library, Los Angeles.
Hollingsworth, Josephine. 1913. Principal Attendant, Science and Industry Department, Public Library, Los Angeles.
Hopkins, Lorena C. 1924. Cataloger, Public Library, Long Beach, California.
Hoskins, Clarissa. 1922. Branch Librarian, Public Library, Sioux City, Iowa.
Hout, Frank Helm. 1918. Librarian, Polk County Free Library, Dallas, Oregon.
Hrubesky, Lillian. 1923. Attendant, Science and Industry Department, Public Library, Los Angeles.
Hubbart, Edith. 1924. Librarian High School Library, Huntington Beach, California.
Hulberg, Mabel. 1922. Assistant, Elementary School Library, Pasadena.
Imhoff, Myrtle. 1924. Librarian Roosevelt Junior High School Library, San Diego.
Jackson, Mrs. Emilie. 1899. Librarian, Wilshire Branch, Public Library, Los Angeles.
Jacobus, Sarah Mira. 1897. Librarian, Public Library, Pomona.
Janssen, Leora A. 1924. Assistant, John Crerar Library, Chicago.
Jenner, Louise. 1924. Attendant, University branch, Public Library, Los Angeles.
Johnston, Mary Agnes. 1893. Attendant, Order Department, Public Library, Los Angeles.
Jones, Mrs. Eleanor B. 1908. Librarian, Hollywood Branch, Public Library, Los Angeles.
Kelly, Genevieve. 1918. Librarian and statistician, Miami University, Oxford, Ohio.
Kingsley, Mrs. Florence K. 1921. Assistant, Public Library, Claremont, N. H.
Lee, C. C. 1923. Librarian, Chun Chow University, Kaifeng, Honan, China.
Littlejohn, Lulu L. 1914. Chief, Order Department, Public Library, Pasadena.
Livingston, Margaret. 1917. Librarian, Orange County Free Library, Santa Ana.
Livsey, Rosemary. 1921. Principal Attendant, Children's Room, Public Library, Los Angeles.
Long, Ethel. 1923. Attendant, Public Library, Fresno.
Lund, Katherine.1922. Children's Librarian, Dean Hobbs Blanchard Memorial Library, Santa Paula.
MacCloskey, Florence. 1915. Librarian, Junior High School, Santa Monica.
McDowell, Pearl. 1921. Cataloger, Ventura County Free Library, Ventura.
McFarlane, Kathryn. 1923. Assistant, Library, University of California, in Los Angeles.
Mackenzie, Grace. 1923. Children's Librarian, Moneta Branch, Public Library, Los Angeles.

McKindry, Anna (Mrs. Clark.) 1912. Attendant, San Pedro Branch, Public Library, Los Angeles.
McLaughlin, Gertrude. 1918. Librarian, Kauai County Free Library, Lihue, Kauai, T. H.
Madison, Anna (Mrs. Beeman.) 1899. Librarian, Wilson Junior High School, Sawtelle.
Marsh, Hilda F. 1924. Assistant, Oregon Agricultural College Library, Corvallis, Oregon.
Marsh, Linnie (Mrs. Wolfe.) 1912. Librarian, Jefferson High School, Los Angeles.
Matchette, Frances. 1921. Children's Librarian, Sub-branches, Public Library, Los Angeles.
Mather, Harriet L. (Mrs. Taylor.) 1921. Instructor, Library School, Public Library, Los Angeles.
May, Margaret L. 1924. Assistant Cataloger, Public Library, Los Angeles.
Melgaard, Irene M. 1922. Documents Division, Public Library, Minneapolis, Minnesota.
Mendenhall, Gertrude. 1921. Attendant, Reference Department, Public Library, Los Angeles.
Merrick, Leona M. 1922. Librarian, James A. Foshay Junior High School, Los Angeles.
Miller, Elza (Mrs. Blanchard.) 1918. Cataloger, Public Library, Los Angeles.
Mirande, Dorothée. 1923. Assistant, Vernon Branch, Public Library, Los Angeles.
Mooney, Alice C. 1923. Instructor, Library School, Public Library, Los Angeles.
Morgan, Ella S. 1898. Librarian, Lincoln High School, Los Angeles.
Morrison, Edith Ione (Mrs. Rider.) 1915. Children's Librarian, School and Teachers' Department, Public Library, Los Angeles.
Morton, Gabrielle. 1918. Librarian, Coronado Public Library, Coronado.
Munson, Ida G. 1898. Chief Cataloger, State Library, Sacramento.
Newman, Margaret. 1917. Librarian, Hawaii County Free Library, Hilo, T. H.
O'Connor, Isabel. 1924. Children's Librarian, Public Library, San Diego.
O'Conor, Helen. 1924. Assistant, Documents Department, Stanford University Library.
Olds, Gertrude. 1924. Assistant, Reference Department, Oregon Agricultural College Library, Corvallis, Oregon.
Osgood, Edna. 1918. Library Organizer, Library Bureau, Chicago, Illinois.
Ott, Susanna C. 1905. Principal, Reference Department, Public Library, Los Angeles.
Park, Isabelle (Mrs. DeWitt.) 1918. Assistant, Merced County Free Library, Merced.
Pasko, Beth. 1916. Assistant, Public Library, Palo Alto.
Peirce, Margaret W. 1923. Librarian, Edendale Branch, Public Library, Los Angeles.
Percey, Helen Gladys. 1917. Reference Librarian, Lasky Studio Library, Hollywood.
Perkins, Alpha. 1921. Children's Librarian, Boyle Heights Branch, Public Library, Los Angeles.
Perry, Elizabeth. 1908. Assistant, Los Angeles County Free Library,
Purcell, Rose M. 1915. Librarian, Southern California Edison Company Library, Los Angeles.
Putnam, Blanche (Mrs. Gardiner.) 1893. Librarian, Eagle Rock Branch, Public Library, Los Angeles.

Richards, Lucile. 1924. Librarian, Elementary School Library, Long Beach.

Richardson, Frances C. 1919. Attendant, Art Department, Public Library, Los Angeles.

Richardson, Reba. 1921. Attendant, General Literature Department, Public Library, Los Angeles.

Richter, Margaret R. 1919. Assistant Cataloger, Public Library, Los Angeles.

Robertson, Florence. 1923. Children's Librarian, Arroyo Seco Branch, Public Library, Los Angeles.

Rogers, Elsie. 1922. Assistant, Library Association, Portland, Oregon.

Rooney, Margaret. 1919. Librarian, Robert F. Pike Company, Chemical Library, San Francisco.

Rowell, Clara M. 1902. Attendant, Reference Department, Public Library, Los Angeles.

Rusche, Anna Marie (Mrs. Hook.) 1914. Children's Librarian, City School Library, Los Angeles.

Saul, Arnoldine. 1924. Librarian, El Sereno Branch, Public Library, Los Angeles.

Saxton, Harriette. 1915. Assistant Cataloger, Public Library, Los Angeles.

Schaer, Mildred. 1918. Librarian, Southern California Telephone Company Library, Los Angeles.

Scheck, Alice. 1914. Librarian, First National Bank, Los Angeles.

Shearer, Mabel. 1917. Children's Librarian, Public Library, Minneapolis, Minn.

Shepherd, Leona. 1924. Attendant, School and Teacher's Department, Public Library, Los Angeles.

Shute, Jeannie. 1914. Librarian, University Branch, Public Library, Los Angeles.

Silverthorne, Marjorie. 1920. Assistant, Reed College Library, Portland, Oregon.

Skinner, Winifred E. 1921. Librarian, Pasadena High School, Pasadena.

Smith, Dorothy L. 1924. Attendant, Sociology Department, Public Library, Los Angeles.

Smith, Elva S. 1899. Bibliographer and Instructor, Library School, Carnegie Library, Pittsburgh, Pa.

Smith, Mabel. 1921. Assistant Cataloger, Public Library, Los Angeles.

Smith, Marjorie. 1921. Assistant, Teachers' College Library, Detroit, Michigan.

Spalding, Lucile. 1924. Assistant, Hamilton Fish Branch, Public Library, New York City.

Spotts, Helen. 1914. Librarian, Jefferson Branch, Public Library, Los Angeles.

Stelson, Alma Jean. 1919. Attendant, Moneta Branch, Public Library, Los Angeles.

Stephens, Ariel. 1923. Assistant, Reference Department, Public Library, Seattle, Washington.

Stonebrook, Edna. 1921. Attendant, General Literature Department, Public Library, Los Angeles.

Stonebrook, Lois. 1922. Assistant Cataloger, Public Library, Pasadena.

Syle, Elizabeth (Mrs. Madison.) 1907. Supervisor of School Libraries, Oakland.

Taylor, Mary. 1904. Assistant Cataloger, Public Library, Los Angeles.

Thayer, Margaret (Mrs. Slosson.) 1919. Assistant Cataloger, Los Angeles Public Library, Los Angeles.

Thayer, Rachel. 1921. Cataloger, Public Library, Long Beach.

Truesdale, Elsie. 1923. Attendant, Order Department, Public Library, Los Angeles.
Van Deusen, Marjorie. 1907. Librarian, Belmont High School, Los Angeles.
Vaughn, Mrs. Nancy B. 1920. Principal, Science and Industry Department, Public Library, Los Angeles.
Vinton, Margaret. 1916. Librarian, Public Library, Salem, Ohio.
Walker, Carolyn. 1924. Assistant, Public Library, Pomona.
Ward, Lou J. 1919. Instructor, Library School, Public Library, Los Angeles.
Welch, Alice. 1924. Assistant, Library Association, Portland, Oregon.
West, Katharine. 1920. Librarian, John Muir Junior High School, Pasadena.
West, Lucy K. (Mrs. Swinnerton.) 1910. Principal Attendant, Sociology Department, Public Library, Los Angeles.
Wheat, Edith (Mrs. Locklin.) 1903. Librarian, Polytechnic High School, Los Angeles.
White, Grace. 1910. Principal, Sociology Department, Public Library, Los Angeles.
Wieder, Mary Louise. 1924. Librarian, Public Library, Baker, Oregon.
Williams, Elizabeth Owen. 1918. Assistant, City School Library, Los Angeles.
Williams, Medora. 1924. Assistant, School Department, County Free Library, Los Angeles.
Williams, Rhoda. 1914. Principal Sub-Branches, Public Library, Los Angeles.
Wilson, Ida G. 1923. Librarian, Northern Arizona Normal School, Flagstaff, Arizona.
Woods, Katharine R. 1919. Assistant, Pomona College Library, Claremont.
Yoe, Dorothy de. 1924. Assistant, Tompkins Square Branch, Public Library, New York City.
Ziegler, Corrie V. 1915. Librarian, Garden Grove High School, Garden Grove.

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THE

LIBRARY SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

1927-1928

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1927

LOS ANGELES PUBLIC LIBRARY

BOARD OF LIBRARY COMMISSIONERS

ORRA E. MONNETTE, President
FRANCIS J. CONATY, Vice-president
MRS. J. WELLS SMITH
MRS. OTTO J. ZAHN
E. N. MARTIN

CITY LIBRARIAN

EVERETT R. PERRY

LOS ANGELES PUBLIC LIBRARY

THE
LIBRARY SCHOOL
OF THE
LOS ANGELES PUBLIC LIBRARY

Established in 1891 as
Training Class of Los Angeles Public Library
Conducted since 1914 as
a Library School

CIRCULAR OF INFORMATION
1927-1928

PUBLIC LIBRARY
LOS ANGELES, CALIFORNIA
1927

CALENDAR, 1927-1928

Subject to change

1927

May 28. Entrance examination for Library School, 1927-28.
May 31. Closing exercises, Class of 1927.
July 9. Entrance examination and Typing test, Junior Attendant course.
August 1-September 30, Junior Attendant course.
September 19, Senior course begins.
November 7-12. Week of practice.
November 25-27. Thanksgiving holidays.
December 19. Christmas recess begins.

1928

January 3. Instruction begins.
February 22. Washington's birthday.
March 5-10. Week of practice.
April 9-14. Library visits.
May 23-29. Week of final examinations.
May 26. Entrance examinations for Library School, 1928-29.
May 31. Closing exercises.
June 1-30. Month of practice.

LIBRARY SCHOOL COMMITTEE

MRS. J. WELLS SMITH, *Commissioner, Los Angeles Public Library.*

MRS. OTTO J. ZAHN, *Commissioner, Los Angeles Public Library.*

EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-).

FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, 1911; B. L. S., New York State Library School, 1917; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-) *Instructor in Cataloging, Classification, Bibliography, Administration.*

LUCILE KELLING, A. B., B. L. S. (A. B. Whitman College, 1917; B. L. S. New York State Library School, 1921; Walla Walla, Wash. Public Library, 1916-17; In charge Reference and Loan, Whitman College Library, 1917; Librarian, Public Library, Centralia, Wash., 1918-20; Head, Periodical Department, 1921-22, First Assistant, Lending (and Reference) Department, 1922-24; Reference Librarian, Business Branch, 1924-25, Librarian, Springfield Branch, 1925-26, Free Public Library, Newark, N. J.; Reference Librarian, Mills College Library, 1926; Instructor, Los Angeles Library School, 1926-) *Instructor in Book Selection and Reference.*

ALICE C. MOONEY. (Philadelphia School of Industrial Art, 1915-17; University of California in Los Angeles, 1921-22, 1924-25; Los Angeles Library School, 1923; Philadelphia Public Library, 1920; Branches Department, Los Angeles Public Library, 1921-22; First Assistant, Lincoln Heights Branch, 1923-24; Instructor, Library School, 1924-) *Instructor in Children's books; Order work.*

ELNORA A. SMUTZLER, A. B. (A. B. University of Southern California, 1925; Los Angeles Library School, 1926; Reviser, Los Angeles Library School, 1926-) *Reviser and Instructor in Junior Course.*

ASSISTING INSTRUCTORS

EVA G. LESLIE, *Principal of Department of Children's Work, Los Angeles Public Library,* (Advanced course for children's librarians, Western Reserve University School of Library Science, 1924; Children's librarian, Branch librarian, Cleveland Public Library, 1905-13; Children's librarian, St. Louis Public Library, 1913-17; Children's librarian, Branch librarian, Cleveland Public Library, 1917-26; Lecturer on Children's Literature, St. Louis Library School, 1915-17; Lecturer Western Reserve University School of Library Science, 1917-24; Instructor in Story-telling, Cleveland School of Religious Ideas, 1923-25; Principal of Department of Children's Work, Los Angeles Public Library, 1927-) *Instructor in Library Work with Children.*

HELEN T. KENNEDY, B. L. S., *Assistant Librarian, Los Angeles Public Library.* (B. L. S., University of Illinois Library School, 1903; Jacksonville Public Library, 1903-05; Librarian, Kewanee Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal, Branches Department, 1912; Assistant Librarian, 1922-) *Instructor in Library Buildings.*

BLANCH L. UNTERKIRCHER. *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-1921; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-) *Instructor in Loan Administration.*

ALTHEA WARREN, Ph. B., *First Assistant Librarian, Los Angeles Public Library.* (Ph. B., University of Chicago, 1908; University of Wisconsin Library School, 1911; Branch librarian, Chicago Public Library, 1911-12; Librarian of Sears-Roebuck & Company, 1912-14; Librarian of the San Diego Public Library, 1916-26; First Assistant Librarian, Los Angeles Public Library, 1926-) *Instructor in Administration.*

Lectures on various subjects are given by the following members of the Los Angeles Public Library staff: Mary Alice Boyd, Gladys Caldwell, Bessie Carrick, George E. Chase, Laura C. Cooley, Gladys Crowe, Nettie Guiwits, Josephine Hollingsworth, Faith H. Hyers, Louise E. Jones, Maryette G. Mackey, Lulah Myers, Frances C. Richardson, Clara Rowell, Nancy B. Vaughan, Lou J. Ward, Rhoda Williams.

LECTURERS CONDUCTING COURSES

PHILIP S. GOULDING, A. B., *Head, Catalog Department, University of California in Los Angeles.* (A. B. Yale University, 1898; New York State Library School, 1898-99; Cataloguer, New Hampshire State Library, 1899-1900; University of Missouri Library, 1901; Organizer and Cataloguer, University of the South Library, Sewanee, Tenn., 1901-02; Assistant, Catalogue Division, Library of Congress, 1902-06; Catalogue Librarian, University of Illinois Library, 1906-17; Head Cataloguer, Henry E. Huntington Library, 1917-1924; Head, Catalog Department, Library of the University of California in Los Angeles) *Lecturer on Cataloging and Classification.*

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1926-27

LESLIE H. BLISS, *Librarian; Huntington Library.* Buying rare books.

ARTHUR E. BOSTWICK, *Librarian, St. Louis Public Library.* The Survey.

THEODORA R. BREWITT, *Librarian, Long Beach Public Library.* The work of the Reader's advisor.

JASMINE BRITTON, *Librarian, City School Library, Los Angeles.* Children's books. (5 lectures)

GEORGE WATSON COLE, *Librarian Emeritus, Huntington Library.* The Huntington Library; Famous printers of the 15th and 16th centuries. (2 lectures)

ERNEST DAWSON, *Dawson's Bookshop, Los Angeles.* Book collecting.

GERTRUDE E. DARLOW, *Lecturer, Los Angeles Public Library.* Recent books.

DOUGLAS DONALDSON, *Los Angeles.* Art in Bookmaking.

REBA DWIGHT, *Library Bureau, Los Angeles.* Library furniture; Library supplies. (2 lectures)

MILTON J. FERGUSON, *Librarian, State Library, Sacramento.* Library extension.

JULIET S. GIFFORD, *Supervisor, Art Department, Pasadena High School.* Book illustration.

MARIAN P. GREENE, *Librarian, Alhambra Public Library.* Story-telling.

HENRY N. GUPPY, *Librarian, John Rylands Library, Manchester.* The power of personality.

HELEN E. HAINES, *Lecturer, Los Angeles Public Library.* Current and contemporary books.

R. B. HASELDEN, *Keeper of the Manuscripts, Huntington Library.* Manuscripts.

FRANK P. HILL, *Librarian, Brooklyn Public Library.* Library administration. (5 lectures)

LILLIAN HRUBESKY, *Librarian, John Adams Junior High School, Los Angeles.* School library problems.

S. M. JACOBUS, *Librarian, Pomona Public Library.* Staff organization.

WILLIS H. KERR, *Librarian, Pomona College.* College library budgets.

ELIZABETH J. MCCLOY, *Librarian, Occidental College.* College library administration.

H. M. MEAD, *Huntington Library.* Incunabula.

FREDERIC MELCHER, *Editor, Publishers' Weekly.* Currents in modern bookselling.

CATHERINE J. MORRISON, *Teacher of the Blind.* Library work with the blind.

JOSEPH PIJOAN, *Pomona College.* Manuscripts in the Vatican.

ROBERT O. SCHAD, *Curator, Huntington Library.* Modern presses.

R. L. SAWYERS, *Public Relations Department, Southern California Telephone Company, Los Angeles.* Telephone courtesy.

KATHERINE G. SMITH, *Commissioner, Los Angeles Public Library.* Modern American drama. (2 lectures)

LAURA GROVER SMITH, *Librarian, Virgil Junior High School, Los Angeles.* A library project.

WILLIAM A. SMITH, *Department of Education, University of California in Los Angeles.* Recent pedagogical books of value.

EDITH SPENCER, *Secretary, Bookplate Association International.* Bookplates.

JESSIE GAY VAN CLEVE, *American Library Association.* The Booklist.

HISTORY

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Beginning with the fall of 1927 the school will prepare primarily for public library work.

PURPOSE

The Library School is a professional school, offering a one-year course of training for public library work to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloging, reference, bibliography and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons is necessary in such a library. The special departments in a large library (book-buying, catalog, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for catalogers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find a durable satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

ALUMNI ASSOCIATION

The Alumni Association of the Library of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni newsletter, issued several times during

the year, gives information about the graduates' work. The annual dues, with contributions from friends of the School, form the Alumni loan fund. The class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course.

The officers elected to serve in 1926-27 are Mary Alice Boyd, (1921) president; Lucy West Swinnerton, (1910) vice-president; Alice C. Mooney, (1923) secretary-treasurer.

STUDENTS AND GRADUATES

The Library School draws its students from a wide territory, the Atlantic coast and the middle west being represented as well as the Pacific coast states. Students from Canada, Australia, Holland and China have also been enrolled.

In the first 22 years of its existence as a training class, from 1892 to 1913, 127 completed the course. Since its reorganization in 1914 as a library school, 270 have completed the course. Of the 392 who have completed one or the other course, 237 are now in library work as follows:

Public libraries	146
Librarians	7
Heads of departments	17
Branch librarians	20
Children's librarians	28
Cataloguers	11
Assistants	63
County libraries	14
College and university libraries	10
Teachers college and normal schools	4
High school libraries	40
Elementary school libraries	8
Special libraries	11
Library school instructors	4
Total now in library work	237

APPOINTMENTS TO POSITIONS

The demand for trained workers in these different types of libraries is much greater than the supply. Salaries have increased until they are nearly comparable with those of teachers. In the Los Angeles Public Library many and varied opportunities are available each year, and the school desires to place as many as possible in Los Angeles. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the school is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain for at least a year in library work. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3

rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 300 branches and more than 500,000 volumes, the Los Angeles City School Library with 600,000 volumes and the Los Angeles Public Library with 130 distributing agencies and 700,000 volumes. The library of the University of California in Los Angeles contains nearly 100,000 volumes, and has doubled in size in the last three years.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which will eventually become a national research center for scholars and bibliographers.

Of the total number of libraries in Los Angeles County 15 are free public libraries, 53 are school libraries and 31 are special libraries serving various societies and institutions. Notable among the scientific and technical libraries are the Barlow Medical Library, the Southern California Edison Company Library in Los Angeles, the Mt. Wilson Solar Observatory Library, and the new Norman Bridge Library of Physics at the California Institute of Technology. Other special libraries of importance are those of the Lasky Film Corporation, the First National Bank and the Security Trust and Savings Bank. School libraries are numerous and extensive. The elementary school libraries of Los Angeles, Long Beach and Pasadena are well organized. In Los Angeles alone there are 36 junior high school and high school libraries, and high school libraries have been developed to a marked degree throughout southern California. Pomona, Whittier, Redlands and Occidental colleges and the University of Southern California all realize the importance and value of college libraries. Southern California is rich in small public libraries and those of medium size. Pasadena, South Pasadena, Alhambra, Pomona, Long Beach, Santa Monica and smaller cities have attractive buildings and well organized collections. The growth of the public libraries in southern California and the consequent need for trained librarians has led the Board of Commissioners to decide that the school shall specialize in training for public library work.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library in which the school is quartered, occupies the new building opened in July, 1926. Its beauty, originality of plan and practical convenience make it a fitting center for city library development. The special departments: art, music, science, technology, sociology, philosophy and religion, history, genealogy, maps, literature, fiction, foreign, pedagogy, periodicals and children's books, have specially planned reading rooms and adjacent stacks for book storage. The main library serves also as the administrative headquarters of the library system which reaches the people of the city through 43 branch libraries and 86 deposit stations. Through supervised practice in the special departments of the main library and in the branches of many different types, the students become familiar with the details of small library equipment and management as well as with the problems of a large city system.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School occupies a suite of six rooms on the third floor of the new library building. The study room is the largest and most distinctive. Windows on the north and east sides give an abundance of light and air. Each student has a specially designed desk with drawers for notes and samples, while individual bookcases provide shelves for the

necessary books. All the rooms are provided with wall shelving for the school collection; the lecture room is equipped with blackboards also. The school typewriters are kept in the typing room. Near the school suite are the locker room, staff rest room, recreation room and lunch room.

The school collection includes books, periodicals, pamphlets and reference material used in class work. The large collection of the library provides books for class examination. In its files of library publications and reports, and in bibliographical and library economy material, the school collection is already fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into a strong, permanent reference collection, illustrating all phases of library activity.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

A symphony orchestra giving fortnightly concerts.

Three Philharmonic series, including many concerts by famous musicians.

A chamber music society, giving a series of twelve concerts.

Two choral societies, giving regular concerts.

Lecture courses given under the direction of the Teacher's Club and kindred organizations.

An active Drama League.

The Southwest Museum, illustrating in its collections the early Indian and Spanish history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

The Los Angeles Public Library sponsors a series of lectures on different subjects throughout the year, in the Civic and Exhibits room. Exhibits of paintings, posters, photographs, the fifty books of the year chosen by the American Institute of Graphic Arts and similar subjects are open to patrons of the library. Lectures in foreign languages on foreign literature are given by professors in local universities. Five chamber music concerts are open to the public through the courtesy of Mrs. Elizabeth Sprague Coolidge. Interpretative lectures on the symphony programs are given each fortnight.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised.

AGE. Applicants must be over twenty and under thirty-five years of age except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the school in age, health and personal fitness for library work.

All applicants not holding a degree from an approved college are required to take the entrance examinations which are held in May in order that the successful applicants may have time for the required reading and typewriting practice before school opens. If it is deemed advisable, a second examination will be given in September, for later applicants. Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that, whenever possible, applicants come to Los Angeles. A fee of $5 is to be paid by applicants who take the examination elsewhere.

Ordinarily, three years of college work are required, or a satisfactory equivalent in library experience, and applicants who have had only a high school education should not attempt the examinations, as the senior course presupposes some college study. The Junior Attendants' course (described on page 18) is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

LIBRARY HANDWRITING. In spite of the growing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to applicants. Questions on these books are not included in the entrance examinations, but they are discussed during the year in the class in book selection.

PRELIMINARY PRACTICE. Two weeks of preliminary practice is required of applicants who have had no library experience. This may be arranged in the Los Angeles Public Library.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition, and rhetoric should be included, and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the language preparation in high school and continue the study for at least two years in college. Acquaintance with a second modern language is desirable.

Latin is an important basis for study of other languages.

History courses are essential. Ancient history, mediaeval and modern European history, the history of England and the United States are all necessary as a background for the study of literature. Familiarity with the history of the Far East is useful on the Pacific coast.
Economics, sociology, political science.
Psychology, philosophy.
Science, one or more of the following: Zoology, botany, physiology, physics, chemistry, geology.
Public speaking.

Applicants taking the entrance examinations should understand that the questions are framed to test their general information as well as their knowledge of history, literature and current events. Sight translation from one modern language, French, German or Spanish, is included.

Typical examination questions will be found on page 19 of the Circular. In preparation a careful review of general history and literature is recommended. A knowledge of current events in the fields of art, science, literature, politics and economics is necessary. This can be gained from a systematic reading of the best newspapers and magazines.

SEMESTERS AND HOURS

The school year is divided into two semesters. Classes meet each morning of the week, including Saturday, from 9 to 12:30. Some classes meet in the afternoons, and students should plan to remain at the library from 9 to 5 each day except Saturday. The study or practice following each lecture, varies, at least two hours being required, and in some cases, considerably more time is required. Students are expected to spend the afternoons except Saturday in study, and some evening study will also be necessary. During the weeks of practice the hours will be adjusted to those of the library to which the student is assigned.

It should be distinctly understood that the course requires the entire time of the student, who should not engage in any other study or work during the year.

TUITION AND EXPENSES

The tuition fee for persons who have been residents of Los Angeles for one year or more is $75, $5 being due as the registration fee, $35 in September and $35 in February. For non-residents, the fee is $150, $5 registration, $70 in September and $75 in February. Upon notification of acceptance, each applicant is expected to remit the registration fee. In case of withdrawal, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after school opens. The School reserves the right to ask a student to withdraw at any time during the year if it is deemed necessary.

Students' expense for books, stationery and other supplies need not exceed $25. An allowance of $25 must be made for library visits, which include trips to Santa Barbara, San Diego and other cities near Los Angeles. The necessary textbooks may be purchased at the School, and students should avail themselves of the opportunity to purchase professional publications at special rates. Each student should have a new copy of Miss Mudge's New Guide to reference books and should not use a second-hand copy.

A satisfactory room with breakfasts and dinners may be procured for from $45 to $60 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

FIRST SEMESTER

Book selection	3
Children's books I or II	1
Reference	2
Bibliography	1
Cataloging	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Required	14

ELECTIVE

Story-telling	1
Bibliography	1
Branch practice	1

SECOND SEMESTER

Book selection	3
Reference	2
Bibliography	1
Cataloging	1
Classification	1
Administration	1
Library as a profession	1
Practice and visits	2
Required	13

ELECTIVE

Children's books for the children's librarian	1
Administration of children's rooms	1
Advanced cataloging and classification	1 or 2
Reference problem	1 or 2

Each student to choose electives to make 15 credits each semester.

BIBLIOGRAPHICAL COURSES

Book selection. First and second semesters. 3 credits for each semester. *Miss Kelling.*

Designed to familiarize, so far as possible, with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (Biography, History, Travel, Literature, Sociology, Nature and Popular science, Fine Arts,

Technology, Religion and Philosophy) analysis of broad classes of literature with consideration of editions, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use.

b. Systematic study and checking of *Publisher's Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections; with examination and discussion of current publications, class seminars on book reviews and reviewers, and visits to local bookstores.

c. Survey and analysis of modern fiction (in English), covering principles of critical judgment, aids and guides, and study and practice in annotation, for modern fiction, historical fiction, foreign fiction in English translation, "borderland" fiction, short stories, fiction of the current year.

Reference work. First and second semesters. 2 credits for each semester. *Miss Kelling.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes.

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the study of state and city documents. *Second semester. Miss Kelling.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Kelling and others.*

Bibliography. First and second semesters. 1 credit for each semester. *Miss Horton.*

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies.

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications.

Art and craft of bookmaking. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Horton and special lecturers.*

b. Bookbinding. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are two hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

c. Book repair. Processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

TECHNICAL COURSES

Cataloging and subject headings. First and second semesters. 2 credits for each semester. *Miss Horton, Miss Smutzler.*

A study of the principles and methods of cataloging a library. The course includes lectures, recitations, and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed.

Classification. First and second semesters. 1 credit for each semester. *Miss Horton.*

A discussion of the principles and history of classification and the systems evolved for various types of libraries. The Decimal classification, as the system in most general use, is the basis of the course, with briefer attention given to the Expansive and Library of Congress classifications. The study of book numbers is included in this course.

Order, accession, shelf-listing. Second semester. *Miss Mooney.*

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given.

ADMINISTRATIVE COURSES

Library organization and administration. First and second semesters. 1 credit each semester.

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods. Both semesters. *Miss Warren and special lecturers.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Kennedy.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, of registering borrowers, deposits, dues, lost books and other subjects connected with book circulation. First semester. *Miss Unterkircher.*

Library history and progress. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Horton and special lecturers.*

Library as a profession. Lectures and class discussion of the different aspects of library work, requirements in special fields, professional ethics and ideals, current library topics. *Miss Horton and special lecturers.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

Library work with children.

a. Children's books. Lectures with reading and discussion on the history of children's books and selection of books for children. The students are divided into two sections. Section I, planned for those who expect to be children's librarians, meets once a week, both semesters. Section II, planned for the general worker, is a one-semester course. One or two credits. *Miss Leslie, Miss Mooney.*

b. Administration of children's rooms. An elective course on administrative problems designed for students who wish to be children's librarians. *Miss Leslie.* Second semester.

c. Story-telling. Principles underlying the art of story-telling applied to the selection, adaptation and oral presentation of stories. Students electing this course will tell stories in the playground and other branches of the library. First semester. *Miss Leslie, Miss Mooney.*

Advanced cataloging and classification.

Lectures and practice in cataloging more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and recataloging, organization of the catalog department, are discussed. *Miss Horton, Miss Smutzler, Mr. Goulding.*

Advanced reference work.

Students are given special instruction and practice in the use of music, art, history or technology reference books and documents. *Miss Kelling.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 8.

PRACTICE WORK

The month of June and two other periods of a week each during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of August and September. Lectures, problems, and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, registration and loan and other departments and to the branches for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work.

The fee for the course is $10 for residents of Los Angeles, $25 for others, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work after completing the course, and those who complete the course should feel themselves under obligation to work for at least one year, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE

Answer question 1 and four others.

1. Give an account in not less than 300 words of one of the following:
   English drama from its beginnings to the present day.
   Contemporary American fiction.
   Influences of mediaeval monasteries on the literary development of Europe.
   Comparison of any two present-day poets who appeal to you from entirely different standpoints.

2. Identify briefly all but one of the allusions in the following paragraph:

   "It is not folly that leads us to Cheyne Row, to the graveyard in Stoke Pogis, or to that silent church on the Avon where the elms exult in quiet melody for the mighty dead, to Abbotsford where once lived the Wizard of the North, to the empty desk on Gad's Hill . . . I stand at Battle Abbey and watch the iron advance of Norman William. On an island of the Thames, where pleasure craft now are moored, I see King John with the Magna Charta ready for his reluctant pen: and on the hills that are roundabout I catch the rush of song of Keats and trail it to its lodging, and on the Strand a slim black-coated figure rises in my brain — Elia released from the mouldy books of India House for his chambers in the Temple . . . Memory broadcasts the past and, if one's ear be but pitched aright, the air about us roars with familiar voices."

   Brooks. A thread of English road.

3. Name the authors of ten of the following titles and state the form, i.e., whether poem, short story, essay or other form.

Come hither	Troilus and Cressida
Forsyte saga	Jennifer Lorn
Ring and the book	The fox and the grapes
Westward ho!	The blue bird
Lady into fox	Dissertation on roast pig
The cloister and the hearth	Iphigenia in Tauris
The doll's house	Faust
	Dunciad

4. Identify by country and type of literature ten of the following:

Bojer	Sherwood Anderson
De La Mare	Hutchinson
Walpole	Tarkington
Eugene O'Neill	Selma Lagerlof
Willa Cather	Nathalia Crane
Tolstoi	Blasco Ibanez
Masefield	Rebecca West
Amy Lowell	Conrad
Dunsany	

5. Column 1 is a list of titles. Column 2 is a list of characters. Write the number of the character before the title in which that character appears. (Answer twenty)

—Oliver Twist	1. Gabriel Lajeunesse
—Henry Esmond	2. John Ridd
—Silas Marner	3. Philip Nolan
—Lorna Doone	4. Eppie
—Evangeline	5. Long John Silver
—David Copperfield	6. Ichabod Crane
—Man without a country	7. Topsy
—Treasure Island	8. Adam Ladd
—Legend of Sleepy Hollow	9. Brutus
—Uncle Tom's cabin	10. Cheshire Cat
—Rebecca of Sunnybrook farm	11. Olivia Primrose
	12. Mr. Bumble
—Julius Caesar	13. Betsey Trotwood
—Alice in Wonderland	14. Beatrix
—Vicar of Wakefield	15. Mowgli
—Robin Hood	16. Hester Prynne
—Lady of the Lake	17. Dirk DeJong
—The Pilot	18. Maid Marian
—Odyssey	19. Roderick Dhu
—Iliad	20. Long Tom Coffin
—Idylls of the King	21. Ulysses
—Little Minister	22. Hector
—Adam Bede	23. Galahad
—So Big	24. Babbie
—Jungle book	25. Lydia Languish
—Scarlet letter	26. Mrs. Poyser
—The rivals	

6. Explain any five of the following, giving two examples of each of the five:

myth	masque
epic	picaresque
ballad	morality play
elegy	villanelle
allegory	

7. Name the authors of twenty of the following:

Vision of Sir Launfal	Courtship of Miles Standish
Stickeen	Dr. Jekyll and Mr. Hyde
Scottish Chiefs	Peter and Wendy
Quentin Durward	Lord Jim
Jane Eyre	Captains courageous
Barnaby Rudge	Ann Veronica
Last days of Pompeii	Great stone face
Masterman Ready	Uncle Remus
Pendennis	The Prince and the Pauper
Romola	Richard Carvel
Tess of the D'Ubervilles	Arkansaw Bear
Don Quixote	Moby Dick
Enoch Arden	Two years before the mast

GENERAL INFORMATION

1. Fill in the blanks in the following:

1 ..... and ..... were two artists of the Italian Renaissance.
2 A famous animal painter was .....
3 ..... is an American sculptor.
4 ..... is a Flemish painter.
5 ..... is a famous Madonna.
6 Two well known illustrators of children's books are ..... and .....
7 The Thinker is a ..... by .....
8 The Blue Boy is a ..... by .....
9 Jewels of the Madonna is a ..... by .....
10 The Nutcracker suite is by .....
11 Pinafore is a ..... by .....
12 The Nibelungenlied was the basis of ..... by .....
13 Knowest thou the land, is from ..... by .....
14 Largo is from ..... by .....
15 The four principal kinds of instruments of the modern orchestra are ....
16 To a wild rose, is a ..... by .....
17 Death and the sculptor, is ..... by .....
18 One of the famous memorials of India is .....
19 The tragic muse, is a portrait of ..... by .....
20 St. Paul's Cathedral, London, was designed by .....
21 Hull House, a settlement in ..... was founded by .....
22 John Dewey is one of the outstanding figures in .....
23 The kindergarten is based on the educational theories of ..... and its present day development shows the influence of .....

2. Explain in one sentence each, the meaning of ten of the following words or phrases:

Apocrypha
Marseillaise
Cantata
Gargoyle
College of electors
Terminal moraine
Counterpoint
Gazetteer
Personnel
Penology
Amnesty
Archaelogy
Numismatics
Necrology
Trilogy

3. Underline the word that makes a true statement in each of the following:

1 Etymology is the science of fishes words insects birds minerals.
2 The ferryman of the Styx was Charybdis Charon Argus Scylla Typhoon.
3 A famous oratorio by Handel is Elijah The Messiah Redemption Resurrection Annunciation.
4 Saul David Elijah Joshua Moses commanded the sun and moon to stand still.
5 The penitential psalms were written by Job Isaiah David Nehemiah Jeremiah.
6 Distance east and west around the earth is called longitude altitude declination inclination latitude.
7 The locus of points equidistant from a point is angle circle diameter triangle perpendicular bisector.
8 The diameter of the earth is about 4000 mi., 5000 mi., 8000 mi., 25000 mi., 250000 mi.
9 Mendel is chiefly known for his studies in bacteria circulation of the blood heredity cell structure.
10 A famous astronomer was Agassiz Copernicus Huxley Lamarck Harvey.
11 Lines of equal temperature are called isobars isotherms equator parallels meridians.
12 The holy book of the Mohammedans is the Bhagavad-gita Koran Rig Veda Zend-Avesta Book of the Dead.
13 Our common numerals originated in Arabia Egypt Rome Phoenicia Greece.
14 The process of changing free goods to economic goods is called production invention consumption distribution.
15 Drumlins are a kind of springs lakes waterfalls coast lines hills.
16 The law of supply and demand applies to utility value profit free goods price.
17 The Lord appeared in the burning bush to Moses Aaron Esau Elijah Lot.
18 The architectural style of the great cathedral at Amiens is Corinthian Gothic Ionic Doric Roman.
19 A name commonly connected with juvenile court work is that of Gompers Lindsey Hoover Roosevelt Wm. Daniels Henry Ford John R. Commons.
20 A name associated with forest conservation is that of Gompers Lindsey Hoover Pinchot Elihu Root.

4. Characterize briefly ten of the following periodicals:

World's Work
American
Atlantic Monthly
Scribner's Magazine
Woman's Home Companion
Musical America
Saturday Evening Post
Cornhill
Forum
Scientific American
Country Gentleman
House and Garden
Time
American Mercury
Country Life
Hibbert's Journal
Survey
Yale Review

5. Correct the typographical errors in the following:

The Noble prize	Mrs. Humphrey Warde
The Star Spangle Banner	George Elliott
Innocnce Abroad	Illiad and Odyssey
Edgar Allen Poe	Canterbery Tails
The Book of Revelations	Jane Austin
Anderson's Fairy Tales	Thomas Babbington Macauley
Jessie Wilcox Smith	William Makepeace Thackery
Spencer's Fairy Queen	

CURRENT EVENTS

1. Give in from 200 to 400 words an account of the activities of the League of Nations.

or

What in your opinion are the outstanding problems of the present federal administration in connection with its foreign policy?

2. Give the substance of the last three amendments to the Constitution of the United States.

3. Discuss the causes and the results of the recent coal strike.

4. Give in one sentence each the connection of any five of the following names with recent events:

Georg Tchitcherin	John J. Pershing
Marion Talley	Harry E. Fosdick
John S. Sargent	Benito Mussolini
William Beebe	Donald B. Macmillan
Gifford Pinchot	Sir Flinders Petrie

5. Define briefly five of the following:

Bloc	Inter-allied debts
Extreme left (in political matters)	World court
Fascisti	Locarno conference
Budget system	Propaganda (as distinct from publicity)
Dawes plan	

HISTORY

1. Write from 300 to 500 words on one of the following topics:

Prehistoric man.

The feudal system.

The rise of constitutional government in England or France.

The Moors in Spain.

2. After ten of the events given in the first column write the appropriate date from the second column.

Norman invasion of England	1815
Fall of Rome	55 B. C.
Crowning of Charlemagne at Rome	1215
Boxer uprising	1803
Founding of Jamestown	1607
Edict of Nantes	1450
Destruction of Jerusalem	476
Louisiana purchase	490 B. C.
Invention of printing	1871
Granting of Magna Charta	1914
Napoleon's banishment to St. Helena	1820
Missouri Compromise	1900
Battle of Marathon	800
Rome became capital of Italy under Victor Emmanuel	1598
Opening of Panama Canal	1066
Caesar's expedition against Britain	70

3. Tell briefly (one or two sentences each) the historical connection of ten of the following names:

Alexander Hamilton	Lord Baltimore
Montezuma	Boadicea
Andrew Jackson	John C. Fremont
John Calvin	Aaron Burr
Cleopatra	Gengis Khan
John Sobieski	Cortez
Ignatius of Loyola	John Bright
Daniel Webster	Francis of Assisi
Warren Hastings	Metternich
General Bolivar	Robert Owen

4. Locate and give briefly the historical associations of five places mentioned below:

Agincourt	Tours
Tyre	Bagdad
Plains of Abraham	Cordova
Botany Bay	Mason and Dixon line
Carthage	Vienna
Port Arthur	Fort Duquesne

5. Define briefly ten of these phrases:

Byzantine Empire	Kitchen-middens
White man's burden	Lincoln-Douglas debates
Credit Mobilier	Hay-Pauncefote treaty
Cro-Magnon	Congress of Vienna
State rights	Lewis and Clark expedition
Plymouth Company	Wars of the Roses
Cuneiform inscriptions	Pony express
Holy Roman Empire	

BERKELEY, CALIFOR

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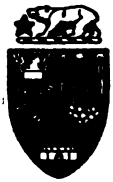

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CALENDAR

1928 - 1929

SUBJECT TO CHANGE

1928

June 1 . . . . . Closing exercises, Class of 1928
June 9 . . . . Entrance examination for Library School, 1928-29
July . Entrance examination and typing test, Junior attendant course
September 17 . . . . . Senior course begins
November 5-10 . . . . . Week of field practice
November 29-December 2 . . . . . Thanksgiving holidays
December 19 . . . . . Christmas recess begins

1929

January 2 . . . . . Instruction begins
February 22 . . . . . Washington's birthday
March 11-16 . . . . . Week of field practice
March 18-23 . . . . . Library visits
May 27-31 . . . . . .Week of final examinations
June 8 . . . Entrance examinations for Library School, 1929-30
June 1-30 . . . . . Month of field practice

LIBRARY SCHOOL COMMITTEE

MRS. J. WELLS SMITH, *Commissioner, Los Angeles Public Library.*

MRS. OTTO J. ZAHN, *Commissioner, Los Angeles Public Library.*

EVERETT R. PERRY, A. B., B. L. S., *Librarian, Los Angeles Public Library.* (A. B. Harvard University, as of 1903; B. L. S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-).

FACULTY

MARION L. HORTON, A. B., B. L. S., *Principal.* (A. B. Stanford University, 1911; B. L. S., New York State Library School, 1917; University of Chicago Summer Institute for Library School Instructors, 1927; Pasadena Public Library, 1911-12; assistant cataloger and classifier, Stanford University Library, 1912-13; Librarian, John C. Fremont High School, Oakland, Cal., 1913-16; Assistant to the Director and Reviser, University of California Summer Session in Library Methods, 1914-15; Instructor, Riverside Library Service School, 1916; Instructor, Los Angeles Library School, 1917-1918; Principal, 1918-) *Instructor in Cataloging, Classification, Bibliography, Administration.*

LUCILE KELLING, A. B., B. L. S. (A. B. Whitman College, 1917; B. L. S. New York State Library School, 1921; Walla Walla, Wash. Public Library, 1916-17; In charge Reference and Loan, Whitman College Library, 1917; Librarian, Public Library, Centralia, Wash., 1918-20; Head, Periodical Department, 1921-22, First Assistant, Lending (and Reference) Department, 1922-24; Reference Librarian, Business Branch, 1924-25, Librarian, Springfield Branch, 1925-26, Free Public Library, Newark, N. J.; Reference Librarian, Mills College Library, 1926; Instructor, Los Angeles Library School, 1926-) *Instructor in Book Selection and Reference.*

ALICE MOONEY CULLER. (Philadelphia School of Industrial Art, 1915-17; University of California in Los Angeles, 1921-22, 1924-25; Los Angeles Library School, 1923; Philadelphia Public Library, 1920; Branches Department, Los Angeles Public Library, 1921-22; First Assistant, Lincoln Heights Branch, 1923-24; Instructor, Library School, 1924-) *Instructor in Children's books; Order work.*

ELINORA A. SMUTZLER, A. B. (A. B. University of Southern California, 1925; Los Angeles Library School, 1926; Reviser, Los Angeles Library School, 1926-) *Reviser and Instructor in Junior Course.*

ASSISTING INSTRUCTORS

EVA G. LESLIE, *Principal of Department of Children's Work, Los Angeles Public Library,* (Advanced course for children's librarians, Western Reserve University School of Library Science, 1924; Children's librarian, Branch librarian, Cleveland Public Library, 1905-13; Children's librarian, St. Louis Public Library, 1913-17; Children's librarian, Branch librarian, Cleveland Public Library, 1917-26; Lecturer on Children's Literature, St. Louis Library School, 1915-17; Lecturer Western Reserve University School of Library Science, 1917-24; Instructor in Story-telling, Cleveland School of Religious Ideas, 1923-25; Principal of Department of Children's Work, Los Angeles Public Library, 1927-) *Instructor in Library Work with Children.*

HELEN T. KENNEDY, B. L. S., *Assistant Librarian, Los Angeles Public Library.* (B. L. S., University of Illinois Library School, 1903; Jacksonville Public Library, 1903-05; Librarian, Kewanee Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal, Branches Department, 1912; Assistant Librarian, 1922-) *Instructor in Library Buildings.*

BLANCH L. UNTERKIRCHERL. *Principal of Registration and Loan Department.* University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-1921; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-) *Instructor in Loan Administration.*

ALTHEA WARREN, Ph. B., *First Assistant Librarian, Los Angeles Public Library.* (Ph. B., University of Chicago, 1908; University of Wisconsin Library School, 1911; Branch Librarian, Chicago Public Library, 1911-12; Librarian of Sears-Roebuck & Company, 1912-14; Librarian of the San Diego Public Library, 1916-26; First Assistant Librarian, Los Angeles Public Library, 1926-) *Instructor in Administration.*

Lectures on various subjects are given by the following members of the Los Angeles Public Library Staff: Mary Alice Boyd, Gladys Caldwell, Bessie Carrick, George E. Chase, Laura C. Cooley, Gladys Crowe, Nettie Guiwits, Josephine Hollingsworth, Faith H. Hyers, Louise E. Jones, Rosemary Livsey, Maryette G. Mackey, Lulah Myers, Dorothy Newton, Clara Rowell, Faith E. Smith, Mildred Sowers, Nancy B. Vaughan, Lou J. Ward, Rhoda Williams.

LECTURERS CONDUCTING COURSES

PHILIP S. GOULDING, A. B., *Head Catalog Department, University of California in Los Angeles.* (A. B. Yale University, 1898; New York State Library School, 1898-99; Cataloguer, New Hampshire State Library, 1899-1900; University of Missouri Library, 1901; Organizer and Cataloguer, University of the South Library, Sewanee, Tenn., 1901-02; Assistant, Catalogue Division, Library of Congress, 1902-06; Catalogue Librarian, University of Illinois Library, 1906-17; Head Cataloguer, Henry E. Huntington Library, 1917-1924; Head, Catalog Department, Library of the University of California in Los Angeles) *Lecturer on Cataloging and Classification.*

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1927-28

HARTLEY BURR ALEXANDER, *Scripps College.* The bibliography of philosophy; Making reference books. (2 lectures).

LESLIE H. BLISS, Librarian, Huntington Library. Buying rare books.

JASMINE BRITTON, Librarian, City School Library, Los Angeles. Children's books. (5 lectures).

ELIZABETH F. BURNELL, Supervisor, Nature Study, Los Angeles City Schools. Books of science for children.

GERTRUDE E. DARLOW, Lecturer, Los Angeles Public Library. Recent books.

ERNEST DAWSON, Dawson's Bookshop, Los Angeles. Book collecting.

RALPH TYLER FLEWELLING, University of Southern California. The Hoose library of philosophy.

MARIAN P. GREENE, Librarian, Alhambra Public Library. Story-telling.

HELEN E. HAINES, Lecturer, Los Angeles Public Library. Publishing houses. (7 lectures) Current and contemporary books.

FRANK P. HILL, Librarian, Brooklyn Public Library. Library finance.

CATHERINE J. MORRISON, Teacher of the Blind. Library work with the blind.

JOSEPH PIJOAN, Pomona College. Manuscripts in the Vatican.

FRANCES C. RICHARDSON, Librarian, Fox Studio, Los Angeles. Art periodicals.

KATHERINE G. SMITH, Commissioner, Los Angeles Public Library. Modern American drama. (2 lectures).

WILLIAM A. SMITH, University of California in Los Angeles. Outstanding pedagogical books.

EDITH SPENCER, Secretary, Bookplate Association International. Bookplates.

HELEN E. VOGLESON, Librarian, Los Angeles County Free Library. The Los Angeles County Free Library system.

HISTORY

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Beginning with the fall of 1927 the school will prepare primarily for public library work

PURPOSE

The Library School is a professional school, offering a one-year course of training for public library work to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloging, reference, bibliography and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunites for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and aducational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons is necessary in such a library. The special departments in a large library (book-buying, catalog, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for catalogers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find a durable satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opporunity for service to the community and incidental personal development through daily contact with books and people.

ALUMNI ASSOCIATION

The Alumni Association of the Library of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni newsletter, issued several times during the year, gives

information about the graduates' work. The annual dues, with contributions from friends of the School, form the Alumni loan fund. The class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course.

The officers elected to serve in 1927-28 are Faith H. Hyers (1925) president; Roberta Bowler (1921) vice-president; Olive Sprong (1925) secretary-treasurer.

STUDENTS AND GRADUATES

The Library School draws its students from a wide territory, the Atlantic coast and the widdle west being represented as well as the Pacific coast states. Students from Canada, Australia, Holland and China have also been enrolled.

In the first 22 years of its existence as a training class, from 1892 to 1913, 127 completed the course. Since its reorganization in 1914 as a library school, 307 have completed the course. Of the 447 who have completed one or the other course, 251 are now in library work as follows:

Public libraries	151
Librarians	9
Heads of departments	14
Branch librarians	20
Children's librarians	30
Cataloguers	13
Assistants	65
County libraries	14
College and university libraries	12
Teachers college and normal schools	4
High school libraries	43
Elementary School libraries	13
Special libraries	11
Library school instructors	4
Total now in library work	251

APPOINTMENTS TO POSITIONS

The demand for trained workers in these different types of libraries is much greater than the supply. Salaries have increased until they are nearly comparable with those of teachers. In the Los Angeles Public Library many and varied opportunities are available each year, and the school desires to place as many as possible in Los Angeles. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the school is limited, only those should apply who wish to enter library work immediately, after graduation, and who will consider themselves pledged to remain for at least a year in library work. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantage in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3 rank

with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with over 300 branches and more than 500,000 volumes, the Los Angeles City School Library with 600,000 volumes and the Los Angeles Public Library with 135 distributing agencies and 900,000 volumes. The library of the University of California in Los Angeles contains nearly 100,000 volumes, and has doubled in size in the last three years.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which will eventually become a national research center for scholars and bibliographers.

Of the total number of libraries in Los Angeles County 17 are free public libraries, 53 are school libraries and 31 are special libraries serving various societies and institutions. Notable among the scientific and technical libraries are the Barlow Medical Library, the Southern California Edison Company Library in Los Angeles, the Mt. Wilson Solar Observatory Library, and the new Norman Bridge Library of Physics at the California Institute of Technology. Other special libraries of importance are those of the Lasky Film Corporation, the First National Bank and the Security Trust and Savings Bank. School libraries are numerous and extensive. The elementary school libraries of Los Angeles, Long Beach and Pasadena are well organized. In Los Angeles alone there are 36 junior high school and high school libraries, and high school libraries have been developed to a marked degree throughout southern California. Pomona, Whittier, Redlands and Occidental colleges and the University of Southern California all realize the importance and value of college libraries. Southern California is rich in small public libraries and those of medium size. Pasadena, South Pasadena, Alhambra, Pomona, Long Beach, Santa Monica and smaller cities have attractive buildings and well organized collections. The growth of the public libraries in southern California and the consequent need for trained librarians has led the Board of Commissioners to decide that the school shall specialize in training for public library work.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of its community. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library in which the school is quartered, occupies the new building opened in July, 1926. Its beauty, originality of plan and practical convenience make it a fitting center for city library development. The special departments: art, music, science, technology, sociology, philosophy and religion, history, genealogy, maps, literature fiction, foreign, pedagogy, periodicals and children's books, have specially planned reading rooms and adjacent stacks for book storage. The main library serves also as the administrative headquarters of the library system which reaches the people of the city through 46 branch libraries and 74 deposit stations. Through supervised practice in the special departments of the main library and in the branches of many different types, the students become familiar with the details of small library equipment and management as well as with the problems of a large city system.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School occupies a suite of six rooms on the third floor of the new library building. The study room is the largest and most distinctive. Windows on the north and east sides give an abundance of light and air. Each student has a specially designed desk with drawers for notes and samples, while individual bookcases provide shelves for the

necessary books. All the rooms are provided with wall shelving for the school collection; the lecture room is equipped with blackboards also. The school typewriters are kept in the typing room. Near the school suite are the locker room, staff rest room, recreation room and lunch room.

The school collection includes books, periodicals, pamphlets and reference material used in class work. The large collection of the library provides books for class examination. In its files of library publications and reports, and in bibliographical and library economy material, the school collection is already fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into a strong, permanent reference collection, illustrating all phases of library activity.

PERSONAL OPPORTUNITIES AND ADVANTAGES

Aside from its library activities, Los Angeles offers many advantages and pleasures to students, in opportunities for amusements, in lectures, clubs, exhibitions and concerts. A partial indication of these includes:

A symphony orchestra giving fortnightly concerts.

Three Philharmonic series, including many concerts by famous musicians.

A chamber music society, giving a series of twelve concerts.

Two choral societies, giving regular concerts.

Lecture courses given under the direction of the Teacher's Club and kindred organizations.

An active Drama League.

The Southwest Museum, illustrating in its collections the early Indian and Spanish history of the Southwest.

An art gallery and museum at Exposition Park, in which frequent exhibitions are held.

An annual opera season.

The Los Angeles Public Library sponsors a series of lectures on different subjects throughout the year, in the Civic and Exhibits room. Exhibits of paintings, posters, photographs, the fifty books of the year chosen by the American Institute of Graphic Arts and similar subjects are open to patrons of the library. Lectures in foreign languages on foreign literature are given by professors in local universities. Five chamber music concerts are open to the public through the courtesy of Mrs. Elizabeth Sprague Coolidge. Interpretative lectures on the symphony programs are given each fortnight.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out of doors within the reach of busy people. Public parks, playgrounds and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised.

AGE. Applicants must be over twenty and under thirty-five years of age except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the school in age, health and personal fitness for library work.

All applicants not holding a degree from an approved college are required to take the entrance examinations which are held in June in order that the successful applicants may have time for the required reading and typewriting practice before school opens. If it is deemed advisable, a second examination will be given in September, for later applicants. Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that, whenever possible, applicants come to Los Angeles. A fee of $5 is to be paid by applicants who take the examination elsewhere.

Ordinarily, three years of college work are required, or a satisfactory equivalent in library experience, and applicants who have had only a high school education should not attempt the examinations, as the senior course presupposes some college study. The Junior Attendants' course (described on page 18) is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

LIBRARY HANDWRITING. In spite of the growing usé of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to applicants. Questions on these books are not included in the entrance examinations, but they are discussed during the year in the class in book selection.

PRELIMINARY PRACTICE. Two weeks of preliminary practice is required of applicants who have had no library experience. This may be arranged in the Los Angeles Public Library.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition, and rhetoric should be included, and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the language preparation in high school and continue the study for at least two years in college. Acquaintance with a second modern language is desirable.

Latin is an important basis for study of other languages.

COURSES OF STUDY

The courses of study may be designed as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knodwledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

FIRST SEMESTER

Book selection	3
Children's books I or II	1
Reference	2
Bibiography	1
Cataloging	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Required	14

ELECTIVE

Story-telling	1
Bibliography	1
Branch administration	1

SECOND SEMESTER

Book selection	3
Reference	2
Bibliography	1
Cataloging	1
Classification	1
Administration	1
Library as a profession	1
Field work and visits	2
Required	13

ELECTIVE

Children's books for the children's librarian	1
Administration of children's rooms	1
Advanced cataloging and classification	1 or 2
Reference problem	1 or 2

Each student to choose electives to make 15 credits each semester.

BIBLIOGRAPHICAL COURSES

Book selection, First and second semesters. 3 credits for each semester. *Miss Kelling, Mrs. Culler.*

Designed to familiarize, so far as possible, with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (Biography, History, Travel, Literature, Sociology, Nature and popular science, Fine Arts,

Technology, Religion and Philosophy) analysis of broad classes of literature with consideration of edition, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists; study of editions and series desirable for library use; examination and discussion of current publications, class seminars on book reviews and reviewers, and visits to local bookstores. *Miss Kelling.*

b. Systematic study and checking of *Publisher's Weekly* as fullest current record of American publications, with selection and discussion of books for small libraries, books for large libraries, and books for special collections. *Mrs. Culler.*

Reference work. First and second semesters 2 credits for each semester. *Miss Kelling.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes.

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the study of state and city documents. *Second Semester. Miss Kelling.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Kelling and others.*

Bibliography. First and second semesters. I credit for each semester. *Miss Horton.*

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies.

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications.

Art and craft of bookmaking. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Horton and special lecturers.*

b. Bookbinding Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are two hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

c. *Book repair.* Processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

TECHNICAL COURSES

Cataloging and subject headings. First and second semesters. 2 credits for each semester. *Miss Horton, Miss Smutzler.*

A study of the principles and methods of cataloging a library. The course includes lectures, recitations, and practice work in dictionary cataloging and alphabeting. Each lesson is followed by an exercise in actual cataloging, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed.

Classification. First and second semesters. 1 credit for each semester. *Miss Horton.*

A discussion of the principles and history of classification and the systems evolved for various types of libraries. The Decimal classification, as the system in most general use, is the basis of the course, with briefer attention given to the Expansive and Library of Congress classifications. The study of book numbers is included in this course.

Order, accession, shelf-listing. Second semester. *Mrs. Culler.*

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given.

ADMINISTRATIVE COURSES

Library organization and administration... First and second semesters. 1 credit each semester.

Library administration. Sources of library funds, handling of library funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods. Both semesters, *Miss Warren and special lecturers.*

Library buildings. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Kennedy.*

Loan administration. Charging systems, rules and regulations governing the circulation of books, reserves, fines, pay duplicates, methods of encouraging circulation of books, of registering borrowers, deposits, dues, lost books and other subjects connected with book circulation. First semester. *Miss Unterkircher.*

Library history and progress. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Horton and special lecturers.*

Library as a profession. Lectures and class discussion of the different aspects of library work, requirements in special fields, professional ethics and ideals, current library topics. *Miss Horton and special lecturers.*

Library visits. A week in the spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

Library work with children.

a. Children's books. Lectures with reading and discussion on the history of children's books and selection of books for children. The students are divided into two sections. Section I, planned for those who expect to be children's librarians, meets once a week, both semesters. Section II, planned for the general worker, is a one-semester course. One or two credits. *Miss Leslie, Mrs. Culler.*

b. Administration of children's rooms. An elective course on administrative problems designed for students who wish to be children's librarians. *Miss Leslie. Second semester.*

c. Story-telling. Principles underlying the art of story-telling applied to the selection, adaptation and oral presentation of stories. Students electing this course will tell stories in the branches of the library. First semester. *Miss Leslie, Mrs. Culler.*

Advanced cataloging and classification.

Lectures and practice in cataloging more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and recataloging, organization of the catalog department, are discussed. *Miss Horton, Miss Smutzler, Mr. Goulding.*

Advanced reference work.

Students are given special instruction and practice in the use of music, art, history or technology reference books and documents. *Miss Kelling.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 8.

FIELD WORK

The month of June and two other periods of a week each during the winter are devoted to supervised field work in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A summer course preparing for the position of junior attendant is given by the Library School during the months of August and September. Lectures, problems, and practice in the simpler phases of library technique are given in the first month, and in the second students are assigned to the catalog, juvenile, registration and loan and other departments and to the branches for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work.

The fee for the course is $10 for residents of Los Angeles, $25 for others, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work after completing the course, and those who complete the course should feel themselves under obligation to work at least one year, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

LITERATURE

Answer question 1 and four others.

1. Give an account in not less than 300 words of one of the following:
   English drama from its beginnings to the present day.
   Contemporary American fiction.
   Influences of medieval monastaries on the literary development of Europe.
   Comparison of any two present-day poets who appeal to you from Entirely different standpoints.

2. Indentify briefly all but one of the allusions in the following paragraph:

   "It is not folly that leads us to Cheyne Row, to the graveyard in Stoke Pogis, or to that silent church on the Avon where the elms exult in quiet melody for the mighty dead, to Abbotsford where once lived the Wizard of the North, to the empty desk on Gad's Hill . . . I stand at Battle Abbey and watch the iron advance of Norman William. On an island of the Thames, where pleasure craft now are moored, I see King John with the Magna Charta ready for his reluctant pen; and on the hills that are roundabout I catch the rush of song of Keats and trail it to its lodying, and on the Strand a slim black-coated figure rises in my brain—Elia released from the mouldy books of India House for his chambers in the Temple . . . Memory broadcasts the past and if one's ear be but pitched aright, the air about us roars with familiar voices."

   Brooks. A thread of English road.

3. Name the authors of ten of the following titles and state the form, i.e., whether poem, short story, essay or other form.

Come hither	Troilus and Cressida
Forsyte saga	The fox and the grapes
Ring and the book	The blue bird
Westward ho!	Dissertation on roast pig
The cloister and the hearth	Iphigenia in Tauris
The doll's house	Faust
	Dunciad

4. Identify by country and type of literature ten of the following:

Bojer	Sherwood Anderson
De La Mare	Hutchinson
Walpole	Tarkington
Eugene O'Neill	Selma Lagerlof
Willa Cather	Nathalia Crane
Tolstoi	Blasco Ibanez
Masefield	Rebecca West
Amy Lowell	Conrad
Dunsany	

5. Column 1 is a list of titles. Column 2 is a list of characters. Write the number of the character before the title in which that character appears. (Answer twenty).

—Oliver Twist	1. Gabriel Lajeunesse
—Henry Esmond	2. John Ridd
—Silas Marner	3. Philip Nolan
—Lorna Doone	4. Eppie
—Evangeline	5. Long John Silver
—David Copperfield	6. Ichabod Crane
—Man without a country	7. Topsy
—Treasure Island	8. Adam Ladd
—Legend of Sleepy Hollow	9. Brutus
—Uncle Tom's cabin	10. Cheshire Cat
—Rebecca of Sunnybrook farm	11. Olivia Primrose
	12. Mr. Bumble
—Julius Caesar	13. Betsey Trotwood
—Alice in Wonderland	14. Beatrix
—Vicar of Wakefield	15. Mowgli
—Robin Hood	16. Hester Prynne
—Lady of the Lake	17. Dirk Dejong
—The Pilot	18. Maid Marian
—Odyssey	19. Roderick Dhu
—Iliad	20. Long Tom Coffin
—Idylls of the King	21. Ulysses
—Little Minister	22. Hector
—Adam Bede	23. Galahad
—So Big	24. Babbie
—Jungle book	25. Lydia Languish
—Scarlet letter	26. Mrs. Poyser
—The rivals	

6. Explain any five of the following, giving two examples of each of the five.

myth	masque
epic	picaresque
ballad	morality play
elegy	villanelle
allegory	

7. Name the authors of twenty of the following:

Vision of Sir Launfal	Courtship of Miles Standish
Stickeen	Dr. Jekyll and Mr. Hyde
Scottish Chiefs	Peter and Wendy
Quentin Durward	Lord Jim
Jane Eyre	Captains courageous
Barnaby Rudge	Ann Veronica
Last days of Pompeii	Great stone face
Masterman Ready	Uncle Remus
Pendennis	The Prince and the Pauper
Romola	Richard Carvel
Tess of the D'Ubervilles	Arkansaw Bear
Don Quixote	Moby Dick
Enoch Arden	Two years before the mast

GENERAL INFORMATION

1. **Fill in the blanks in the following:**

1 ..... and ..... were two artists of the Italian Renaissance.
2 A famous animal painter was .....
3 ..... is an American sculptor.
4 ..... is a Flemish painter.
5 ..... is a famous Madonna.
6 Two well known illustrators of children's books are ..... and .....
7 The Thinker is a ..... by .....
8 The Blue Boy is a ..... by .....
9 Jewels of the Madonna is a ..... by .....
10 The Nutcraker suite is by .....
11 Pinafore is a ..... by .....
12 The Nibelungenlied was the basis of ..... by .....
13 Knowest thou the land, is from ..... by .....
14 Largo is from ..... by .....
15 The four principal kinds of instruments of the modern orchestra are ....
16 To a wild rose, is a ..... by .....
17 Death and the sculptor, is ..... by .....
18 One of the famous memorials of India is .....
19 The tragic muse, is a portrait of ..... by .....
20 St. Paul's Cathedral, London, was designed by .....
21 Hull House, a settlement in ..... was founded by .....
22 John Dewey is one of the outstanding figures in .....
23 The kindergarden is based on the educational theories of ..... and its present day development shows the influence of .....

2. **Explain in one sentence each, the meaning of ten of the following words or phrases:**

Apocrypha
Marseillaise
Cantata
Gargoyle
College of electors
Terminal moraine
Counterpoint
Gazetteer
Personnel
Penology
Amnesty
Arhaelogy
Numismatics
Necrology
Trilogy

3. Underline the word that makes a true statement in each of the following:

1 Etymology is the science of fishes words insects birds minerals.
2 The ferryman of the Styx was Charybdis Charon Argus Scylla Typhoon.
3 A famous oratorio by Handel is Elijah The Messiah Redemption Resurrection Announciation.
4 Saul David Elijah Joshua Moses commanded the sun and moon to stand still.
5 The penitential psalms were written by Job Isaiah David Nehemiah Jeremiah.
6 Distance east and west around the earth is called longitude altitude declination inclination latitude.
7 The locus of points equidistant from a point is angle circle diameter triangle perpendiculer bisector.
8 The diameter of the earth is about 4000 mi., 5000 mi., 8000 mi., 25000 mi., 250000 mi.
9 Mendel is chiefly known for his studies in bacteria circulation of the blood heredity cell structure.
10 A famous astronomer was Agassiz Copernicus Huxley Lamarck Harvey.
11 Lines of equal temperature are called isobars isotherms equator parallels meridians.
12 The holy book of the Mohammedans is the Bhagavad-gita Koran Rig Veda Zend-Avesta Book of the Dead.
13 Our common numerals originated in Arabia Egypt Rome Phoenicia Greece.
14 The process of changing free goods to economic goods is called production invention consumption distribution.
15 Drumlins are a kind of springs lakes waterfalls coast lines hills.
16 The law of supply and demand applies to utility value profit free goods price.
17 The Lord appeared in the burning bush to Moses Aaron Esau Elijah Lot.
18 The architectural style of the great cathedral at Amiens is Corinthian Gothic Ionic Doric Roman.
19 A name commonly connected with juvenile court work is that of Gompers Lindsey Hoover Roosevelt Wm. Daniels Henry Ford John R. Commons.
20 A name associated with forest conservation is that of Gompers Lindsey Hoover Pinchot Elihu Root.

4. Characterize briefly ten of the following periodicals:

World's Work	Scientific American
American	Country Gentleman
Atlantic Monthly	House and Garden
Scribner's Magazine	Time
Woman's Home Companion	American Mercury
Musical America	Country Life
Saturday Evening Post	Hibbert Journal
Cornhill	Survey
Forum	Yale Review

5. Correct the typographical errors in the following:

The Noble prize	Mrs. Humphrey Warde
The Star Spangle Banner	George Elliott
Innocnce Abroad	Illiad and Odyssey
Edgar Allen Poe	Canterbery Tails
The Book of Revelations	Jane Austin
Anderson's Fairy Tales	Thomas Babbington Macauley
Jessie Wilcox Smith	William Makepeace Thackery
Spencer's Fairy Queen	

CURRENT EVENTS

1. Give in from 200 to 400 words an account of the activities of the League of Nations.

or

What in your opinion are the outstanding problems of the present federal administration in connection with its foreign policy?

2. Give the substance of the last three amendments to the Constitution of the United States.

3. Discuss recent relations between Nicaragua and the United States.

4. Give in one sentence each the connection of any five of the following names with recent events:

Leon Trotsky	William Beebe
John G. Sargent	Harry E. Fosdick
George W. Goethals	Benito Mussolini
Alfred E. Smith	Mahatma Gandhi

5. Define briefly five of the following:

Bloc	Inter-allied debts
Extreme left (in political matters)	World court
Fascisti	Locarno conference
Budget system	Propaganda (as distinct from publicity)
Dawes plan	

HISTORY

1. Write from 300 to 500 words on one of the following topics:

Prehistoric man.

The feudal system.

The rise of constitutional government in England or France.

The Moors in Spain.

2. After ten of the events given in the first column write the approximate date from the second column.

Norman invasion of England	1815
Fall of Rome	55 B. C.
Crowning of Charlemagne at Rome	1215
Boxer uprising	1803
Foundation of Jamestown	1607
Edict of Nantes	1450
Destruction of Jerusalem	476
Louisiana purchase	490 B. C.
Invention of printing	1871
Granting of Magna Charta	1914
Napoleon's banishment to St. Helena	1820
Missouri Compromise	1900
Battle of Marathon	800
Rome became capital of Italy under Victor Emmanuel	1598
Opening of Panama Canal	1066
Caesar's expedition against Britain	70

3. Tell briefly (one or two sentences each) the historical connection of ten of the following names:

Alexander Hamilton	Lord Baltimore
Montezuma	Boadicea
Andrew Jackson	John C. Fremont
John Calvin	Aaron Burr
Cleopatra	Gengis Khan
John Sobieski	Cortez
Ignatius of Loyola	John Bright
Daniel Webster	Francis of Assisi
Warren Hastings	Metternich
General Bolivar	Robert Owen

4. Locate and give briefly the historical associations of five places mentioned below:

Agincourt	Tours
Tyre	Bagdad
Plains of Abraham	Cordova
Botany Bay	Mason and Dixon line
Carthage	Vienna
Port Arthur	Fort Duquesne

5. Define briefly ten of these phrases:

Byzantine Empire	Kitchen-middens
White man's burden	Lincoln-Douglas debates
Credit Mobilier	Hay-Pauncefote treaty
Cro-Magnon	Congress of Vienna
State rights	Lewis and Clark expedition
Plymouth Company	Wars of the Roses
Cuneiform inscriptions	Pony express
Holy Roman Empire	

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CALENDAR

1929 - 1930

SUBJECT TO CHANGE

1929

July 8-September 7 - - - - - - - - Junior attendant course
September 16 - - - - - - - - - - - Senior course begins
November 4-9 - - - - - - - - - - Week of field practice
November 28-December 1 - - - - - - - Thanksgiving holidays
December 23 - - - - - - - - - - Christmas recess begins

1930

January 6 - - - - - - - - - - - - Instruction begins
January 20-25 - - - - - - - - - - - - Examinations
January 27 - - - - - - - - - - - Second semester begins
February 22 - - - - - - - - - - Washington's birthday
March 10-15 - - - - - - - - - - - Week of field practice
March 17-22 - - - - - - - - - - - - - Library visits
May 26-31 - - - - - - - - - Week of final examinations
June 2-30 - - - - - - - - - - - Month of field practice
June 14 - - - Entrance examinations for Library School, 1930-1931

LIBRARY SCHOOL COMMITTEE

MRS. J. WELLS SMITH, *Commissioner, Los Angeles Public Library.*
MRS. OTTO J. ZAHN, *Commissioner, Los Angeles Public Library.*
EVERETT R. PERRY, A.B., B.L.S., *Librarian, Los Angeles Public Library.* (A.B. Harvard University, as of 1903; B.L.S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-).

FACULTY

FAITH E. SMITH, Ph. B., B.L.S., *Principal.* (Ph. B., Northwestern University, 1896; B.L.S., New York State Library School, 1921; Assistant Northwestern University Library, 1892-98; Librarian, Sedalia, Mo., 1900-1907; Instructor Chautauqua Summer Library School, 1907; Assistant to director of Training School for Children's Librarians, Pittsburgh, 1907-1909; Director of Training Class, Chicago Public Library, 1910-17; in charge of Summer Library Course, University of California, 1912, 1915; Principal School and Teachers' Department, Los Angeles Public Library, 1919-24; Librarian Lange Library of Education, University of California, 1924-27; Principal Philosophy and Religion Department, Los Angeles Public Library, 1927-29; Principal, Los Angeles Library School, 1929-) *Lecturer in Art and Craft of Bookmaking, Children's Books, Library as a Profession.*

LUCILE KELLING, A.B., B.L.S. (A.B. Whitman College, 1917; B.L.S. New York State Library School, 1921; Walla Walla, Wash. Public Library, 1916-17; In charge Reference and Loan, Whitman College Library, 1917; Librarian, Public Library, Centralia, Wash., 1918-20; Head, Periodical Department, 1921-22, First Assistant, Lending (and Reference) Department, 1922-24; Reference Librarian, Business Branch, 1924-25, Librarian, Springfield Branch, 1925-26, Free Public Library, Newark, N. J.; Reference Librarian, Mills College Library, 1926; Instructor, Los Angeles Library School, 1926-29; Lecturer, 1929-) *Lecturer in Book Selection, Reference, and Subject Bibliography.*

MRS. JESSIE WICKERSHAM LUTHER, Ph.M. (Ph.B., University of Wisconsin, 1926; Ph.M., University of Wisconsin, 1927; University of Wisconsin Library School, 1913; Librarian, Public Library, Antigo, Wisconsin, 1913-1917; Acting Reference Librarian, Public Library, Calgary, Alberta, Canada, 1917-18; Reference Librarian, Public Library, Superior, Wisconsin, 1918-20; Reference Librarian and Instructor in Library Science, Kellogg Library, Kansas State Teachers College of Emporia, 1920-25; Acting Assistant Professor of Library Science, Library School, Carnegie Library of Atlanta, 1927-28; Acting Assistant Professor of Library Science, University of Wisconsin Library School, 1928-29; Lecturer, Los Angeles Library School, 1929-) *Lecturer in Cataloguing, Classification, Order Work and Trade Bibliography.*

MILDRED COLEMAN, A.B. (A.B. University of California at Los Angeles, 1928; Los Angeles Library School, 1929; Reviser, Los Angeles Library School, 1929-) *Reviser and Instructor in Junior Course.*

ASSISTING INSTRUCTORS

EVA G. LESLIE, *Principal of Department of Children's Work, Los Angeles Public Library,* (Advanced course for children's librarians, Western Reserve University School of Library Science, 1924; Children's librarian, Branch librarian, Cleveland Public Library, 1905-13; Children's librarian, St. Louis Public Library, 1913-17; Children's librarian, Branch librarian, Cleveland Public Library, 1917-26; Lecturer on Children's Literature, St. Louis Library School, 1915-17; Lecturer Western Reserve University School of Library Science, 1917-24; Instructor in Story-telling, Cleveland School of Religious Ideas, 1923-25; Principal of Department of Children's Work, Los Angeles Public Library, 1927-) *Instructor in Library Work with Children.*

HELEN T. KENNEDY, B.L.S., *Second Assistant Librarian, Los Angeles Public Library.* (B.L.S., University of Illinois Library School, 1903; Jacksonville Public Library, 1903-05; Librarian, Kewanee Public Library, 1905-07; Instructor, University of Wisconsin Library School, 1907-10; Library organizer, Oregon Free Library Commission, 1910-11; Principal, Los Angeles Public Library Training School, 1911-12; Principal, Branches Department, 1912; Second Assistant Librarian, 1922-) *Instructor in Library Buildings.*

ROSEMARY EARNSHAW LIVSEY, *Principal Teachers' and Children's Department, Los Angeles Public Library.* (Los Angeles Library School, 1921. Children's Librarian, Central Ave. Branch, 1921-24; Main Children's Room, 1924-1926; Principal, Teachers' and Children's Dept., Los Angeles Public Library 1926-) *Instructor in Teaching the Use of Books and Libraries to School Classes.*

BLANCH L. UNTERKIRCHER, *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-1921; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-) *Instructor in Loan Administration.*

ALTHEA WARREN, Ph.B., *First Assistant Librarian, Los Angeles Public Library.* (Ph.B., University of Chicago, 1908; University of Wisconsin Library School, 1911; Branch Librarian, Chicago Public Library, 1911-12; Librarian of Sears-Roebuck & Company, 1912-14; Librarian of the San Diego Public Library, 1916-26; First Assistant Librarian, Los Angeles Public Library, 1926-) *Instructor in Administration.*

Lectures on various subjects were given by the following members of the Los Angeles Public Library Staff during 1928-1929: Gladys Caldwell, Bessie Carrick, Laura C. Cooley, Gladys Crowe, Nettie Guiwits, Margaret Hickman, Faith Holmes Hyers, Louise E. Jones, Annabel Learned, Anne F. Leidendeker, Dorothy Pinneo, Albert C. Read, Ione M. Rider, Clara Rowell, Mildred Sowers, Lou J. Ward.

LECTURERS CONDUCTING COURSES

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1928-29

MRS. THEODORA R. BREWITT, Librarian Long Beach Public Library. Library administration. (3 lectures.)

ELIZABETH F. BURNELL, Supervisor, Nature Study, Los Angeles City Schools. Books of science for children.

ERNEST DAWSON, Dawson's Book Shop, Los Angeles. Book collecting.

HELEN E. HAINES, Lecturer, Los Angeles Public Library. Publishing houses. (7 lectures.)

CATHERINE J. MORRISON, State Teacher of Braille, Los Angeles County Library. Library work for the blind.

JOSEPH PIJOAN, Pomona College. Manuscripts in the Vatican.

MARGERY G. ROBERTSON, Librarian Bank of Italy, Los Angeles. Business libraries.

MRS. KATHERINE G. SMITH, Commissioner, Los Angeles Public Library. Modern American drama.

MRS. GUDRUN THORNE-THOMSEN, Ojai Valley School. Story-telling.

WALDRE VAN ECK, Amsterdam, Holland. Libraries in Holland.

HELEN E. VOGELSON, Librarian Los Angeles County Free Library. Los Angeles County Free Library System.

MAJOR WHITTON, Los Angeles. Photo-engraving.

MALCOLM WYER, Librarian Denver Public Library. Comparison of University and Public Libraries.

DR. ELIZABETH WOOD, Director of Psychology and Research, Los Angeles City Schools. Child psychology. (2 lectures.)

HISTORY OF THE SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Since the fall of 1927 the school has prepared primarily for public library work.

PURPOSE

The Library School is a professional school, offering a one-year course of training for public library work to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloguing, reference, bibliography, children's work and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons is necessary in such a library. The special departments in a large library (book-buying, catalogue, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian, and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for cataloguers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find an enduring satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni Newsletter, issued several times during the year, gives information about the graduates' work. The annual dues, together with contributions from friends of the School, form the Alumni Loan Fund. The Class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course.

The officers elected to serve in 1929-30 are Frances Richardson (1919) president; Dorothy Engstrom (1926) vice-president; Dorothy Smith (1924) secretary-treasurer.

STUDENTS AND GRADUATES

The Library School draws its students from a wide territory, the Atlantic Coast and the Middle West being represented, as well as the Pacific Coast states. Students have been enrolled from Canada, Australia, Holland and China.

In the first twenty-two years of its existence as a training class, from 1892 to 1913, 127 students completed the course. Since its reorganization in 1914 as a library school, 371 have completed the course. Of those finishing the Training Class or the Library School, 306 are now in library work as follows:

Public libraries		215
Librarians	20	
Heads of departments	14	
Branch librarians	19	
Children's librarians	41	
Cataloguers	18	
Assistants	103	
County libraries		11
College and university libraries		12
Teacher's college and normal		6
High school		32
Elementary		9
Special		3
Library school instructors		4
Junior high school		11
State library		1
Library corporations		2
Total now in library work		306

APPOINTMENTS TO POSITIONS

The demand for trained workers in these different types of libraries is much greater than the supply. Salaries have increased until they are nearly comparable with those of teachers. In the Los Angeles Public Library many and varied opportunities are available each year, and the School desires to place as many students as possible in Los Angeles. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the School is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain in library work for at least a year. The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3 rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with 321 branches and 580,000 volumes, the Los Angeles City School Library with more than 600,000 volumes, and the Los Angeles Public Library with 133 distributing agencies and nearly one million volumes. Occidental College has 30,000, the University of Southern California about 82,000, and the University of California in Los Angeles, 111,000 volumes.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which is becoming a national research center for scholars and bibliographers.

Notable among the scientific and technical libraries are the Barlow Medical Library, the Southern California Edison Company Library in Los Angeles, the Mt. Wilson Solar Observatory Library, and the Norman Bridge Library of Physics at the California Institute of Technology. Other special libraries are those of the Lasky Film Corporation, the Research Library of Universal Pictures Corporation, the First National Bank, the Bank of Italy, and the Security Trust and Savings Bank. The elementary school libraries of Long Beach, Los Angeles and Pasadena are well organized. In Los Angeles alone there are forty-nine junior high school and senior high school libraries, and throughout southern California high school libraries have been developed to a marked degree. Pasadena, South Pasadena, Alhambra, Pomona, Long Beach, Santa Monica, and smaller cities have attracted public library buildings and well organized collections. The growth of the public libraries in Southern California and the consequent need for trained librarians has led the Board of Commissioners to decide that the School shall specialize in training for public library work.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of the city. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library in which the school is quartered is housed in a modern, beautifully equipped building completed in 1926. Its originality of design and practical plan, with provision for efficient service and growth, afford ideal opportunities for study of library development. The departments, Art and Music, Fiction, Foreign, History, Literature and Philology, Periodical and Newspaper, Philosophy and Religion, Science and Industry, Sociology, Teachers' and Children's, have specially planned reading rooms and adjacent stacks for book storage. The main library serves also as the administrative headquarters of the library system which gives extension service through forty-eight branch libraries and eighty-five stations. Through supervised practice in the specialized departments of the main library and in the branches of many different types, the students become familiar with the details of small library equipment and management as well as with the problems of a large city system.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School occupies a suite of six rooms on the third floor of the central library building. The study room is the largest and most distinctive, with windows on the north and east, giving an abundance of light and air. Each student has a specially designed desk with drawers for notes and samples, while individual bookcases provide shelves for the necessary books. All the rooms are provided with wall shelving, and the lecture room is equipped with blackboards. A typing room is provided for the school typewriters. Near the school suite are the locker room, staff rest room, recreation room and lunch room.

The Library School collection includes books, periodicals, pamphlets and reference material used in class work. The large collection of the library provides books for class examination. In its files of library publications and reports, and in bibliographical and library economy material, the school collection is fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into an adequate permanent reference collection, illustrating all phases of library ac

CULTURAL OPPORTUNITIES AND RECREATION

Aside from a variety of library activities, Los Angeles offers many cultural and recreational advantages. A partial list of these include:

Music: Fortnightly concerts by the Los Angeles Philharmonic Orchestra; programs by famous musicians; chamber music and choral societies; spring and fall grand opera seasons.

Drama: The best in stage and screen productions; little theatres and community play houses; an active Drama League.

Galleries and Museums: The Southwest Museum specializing in the early history of the Southwest; Exposition Park Museum and Art Gallery; The Huntington Art Gallery; and many small galleries open to the public.

The Los Angeles Public Library sponsors a series of lectures on different subjects throughout the year, in the Lecture and Exhibits room. Exhibits of paintings and etchings from prominent local organizations, displays of posters, photographs, textiles, the fifty books of the year chosen by the American Institute of Graphic Arts, and of similar subjects are open to patrons of the Library. Two series of lectures on books are given fortnightly. Lectures in foreign languages on foreign literature are given by professors in local universities. Lectures on philosophy are given by men of national reputation. Chamber music concerts are open to the public through the courtesy of Mrs. Elizabeth Sprague Coolidge.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out-of-doors within the reach of busy people. Public parks, playgrounds, and picnic grounds are available all the year round. The city also maintains a beautifully situated golf course.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised.

AGE. Applicants must be over twenty and under thirty-five years of age except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the School in age, health and personal fitness for library work.

All applicants not holding a degree from an approved college are required to take the entrance examinations which are held in June in order that the successful applicants may have time for the required reading and typewriting practice before school opens. If it is deemed advisable, a second examination will be given in September, for later applicants. Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. It is strongly urged, however, that, whenever possible, applicants come to Los Angeles. A fee of $5 is to be paid by applicants who take the examination elsewhere.

Ordinarily, three years of college work are required, or a satisfactory equivalent in library experience, and applicants who have had only a high school education should not attempt the examinations, as the senior course presupposes some college study. The Junior Attendants' course (described on page 18) is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the school. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended. Students will be tested in typewriting during the opening weeks of school, and those who are unable to pass the test will be required to make up their deficiency through private instruction.

LIBRARY HANDWRITING. In spite of the increasing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to applicants. Questions on these books are not included in the entrance examinations, but they are discussed during the year in the class in book selection.

PRELIMINARY PRACTICE. Two weeks of preliminary practice is required of applicants who have had no library experience. This may be arranged in the Los Angeles Public Library.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition and rhetoric and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the study of one language in high school and continue for at least two years in college. Acquaintance with a second modern language is desirable.

Latin as an important basis for study of other languages.

History courses, *essential.* Ancient history, mediaeval and modern European history, the history of England and the United States are all necessary as a background for the study of literature. Familiarity with the history of the Far East is useful on the Pacific coast.

Economics, sociology, political science.

Psychology, philosophy.

Science—one or more of the following: Zoology, botany, physiology, physics, chemistry, geology.

Public speaking.

Applicants taking the entrance examinations should understand that the questions are framed to test their general information as well as their knowledge of history, literature and current events. Sight translation from one modern language, French, German or Spanish, is included.

Typical examination questions will be found on pages 19-22 of the Circular. In preparation, a careful review of general history and literature is recommended. A knowledge of current events in the fields of art, science, literature, politics and economics is necessary. This can be gained from a systematic reading of the best newspapers and magazines.

SEMESTERS AND HOURS

The school year is divided into two semesters. Classes meet each morning of the week, including Saturday, from 9 to 12:30. Some classes meet in the afternoons, and students should plan to remain at the library from 9 to 5 every day except Saturday. The study or practice following each lecture, varies with a minimum requirement of two hours study for each lecture. Students are expected to spend afternoons except Saturday in study, and some evening hours. During the weeks of practice, the hours will be adjusted to those of the library to which the student is assigned.

It should be distinctly understood that the course requires the entire time of the student, who should not engage in any other study or work during the year.

TUITION AND EXPENSES

The tuition fee for persons who have been residents of Los Angeles for one year or more is $75, $5 being due as the registration fee, $35 in September and $35 in February. For non-residents, the fee is $150, $5 registration, $70 due in September and $75 in February. Upon notification of acceptance, each applicant is expected to remit the registration fee. In case of withdrawal, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after school opens. The School reserves the right to ask a student to withdraw at anytime during the year if it is deemed necessary.

Students' expense for books, stationery and other supplies need not exceed $35. An allowance of $25 must be made for library visits, which include trips to Santa Barbara, San Diego and other cities near Los Angeles. The necessary textbooks may be purchased at the School, and students should avail themselves of the opportunity to purchase professional publications at special rates. Each student should have a new copy of Miss Mudge's New Guide to reference books and should not use a second-hand copy.

A satisfactory room with breakfasts and dinners may be procured at rates varying from $45 to $60 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

FIRST SEMESTER

Book selection	3
Children's books for the general worker	1
Reference	2
Bibliography	1
Cataloguing	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Required	14

ELECTIVE

Children's books and story telling	1
Bibliography	1
Branch practice	1

SECOND SEMESTER

Book selection	3
Reference	2
Library records	1
Bibliography	1
Cataloguing	2
Classification	1
Administration, including various types of libraries	1
Library as a profession	1
Field work and visits	2
Required	14

ELECTIVE

Administration of children's work and field work	1
Advanced cataloguing and classification	1
Reference	1

Each student must choose one elective to make 15 credits each semester.

BIBLIOGRAPHICAL COURSES

BOOK SELECTION. First and second semesters. 3 credits for each semester. *Miss Kelling.*

Designed to familiarize the student with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (biography, history, travel, literature, sociology, popular science, fine arts, technology, religion and philosophy) analysis of broad classes of literature with consideration of edition, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice in annotation and evaluation; exercises in compilation of special lists, and study of editions and series desirable for library use. *Miss Kelling.*

b. Examination and discussion of current publications. class seminars on book reviews and reviewers, study and checking of *Publisher's weekly*, with selection and discussion of books for libraries of special types, and visits to local book stores. *Miss Kelling.*

c. Principles of book selection in fiction, with special study of various types of fiction, including foreign fiction in translation. Among the problems considered are *books for young people,* and *censorship. Miss Kelling.*

REFERENCE WORK. First and second semesters, 2 credits for each semester. *Miss Kelling.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes. *Miss Kelling.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the brief study of state and city documents. *Second Semester. Miss Kelling.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Kelling and others.*

BIBLIOGRAPHY. First and second semesters. 1 credit for each semester. *Miss Kelling, Mrs. Luther.*

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies. *Miss Kelling.*

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications. *Mrs. Luther.*

ART AND CRAFT OF BOOKMAKING. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Smith and special lecturers.*

b. Bookbinding. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are two hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

c. Book repair. Processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

TECHNICAL COURSES

CATALOGUING AND SUBJECT HEADINGS. First and second semesters. 2 credits for each semester. *Mrs. Luther.*

A study of the principles and methods of cataloguing a library. The course includes lectures, recitations, and practice work in dictionary cataloguing and alphabeting. Each lesson is followed by an exercise in actual cataloguing, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed.

CLASSIFICATION. First and second semesters. 1 credit for each semester. *Mrs. Luther.*

A discussion of the principles and history of classification and the systems evolved for various types of libraries. The Decimal classification, as the system in most general use, is the basis of the course, with briefer attention given to the Expansive and Library of Congress classifications. The study of book numbers is included in this course.

LIBRARY RECORDS. Second semester. *Mrs. Luther.*

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given.

ADMINISTRATIVE COURSES

LIBRARY ORGANIZATION AND ADMINISTRATION. First and second semesters. 1 credit each semester. *Miss Warren and special lecturers.*

Sources of library funds, handling of library funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods.

LIBRARY BUILDINGS. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Kennedy.*

LOAN ADMINISTRATION. Charging systems, rules and regulations governing the circulation of books and registration of borrowers, reserves, fines, pay duplicates, deposits, dues, lost books and other problems connected with book circulation. First semester. *Miss Unterkircher.*

LIBRARY HISTORY AND PROGRESS. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Smith and special lecturers.*

TEACHING THE USE OF BOOKS AND LIBRARIES. Lectures, observation, and practice in making outlines and giving instruction to classes from the schools, including both children and adult classes. *Second semester. Miss Livsey.*

LIBRARY AS A PROFESSION. Lectures and class discussion of the different aspects of library work, requirements in special fields, business, school, and college libraries, professional ethics and ideals, current library topics. *Miss Smith and special lecturers.*

LIBRARY VISITS. A week in the Spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

LIBRARY WORK WITH CHILDREN.

a. Children's books. Lectures with reading and discussion on the history of children's books, classics on which many children's books are based, aids in selection of books, and consideration of the most important books in the different classes. This is required of the entire class the first semester, one hour a week. *Miss Smith, and others.*

b. Children's books and story telling. An elective for those intending to be children's librarians. It will include more intensive study of children's books, the literature for story-telling, and its technique, with supervised story-hours. *Mrs. Gudrun Thorne-Thomsen, Miss Leslie and others.*

c. Administration of children's work, and field work in children's rooms. An elective on administrative problems designed for those who wish to be children's librarians. Actual work in well supervised children's rooms with definite problems assigned. *Miss Leslie, and others.*

ADVANCED CATALOGUING AND CLASSIFICATION.

Lectures and practice in cataloguing more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and re-cataloguing, organization of the catalogue department, are discussed. *Mrs. Luther.*

ADVANCED REFERENCE WORK.

Students are given special instruction and practice in the use of music, art, history or technology reference books and documents. *Miss Kelling.*

ADVANCED SUBJECT BIBLIOGRAPHY.

Special opportunity is given for the practical use of bibliographical aids along lines best suited to the individual student. *Miss Kelling.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 5.

PRACTICE WORK

The month of June and two other periods of a week each, during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A summer course, training junior attendants, is given by the Library School during the months of July and August. The first month is devoted to lectures, problems, and practice in the simpler phases of library technique, and in the second month students are assigned to the catalogue, juvenile, registration and loan, and other central library departments and to the branches, for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work.

The fee for the course is $10 for residents of Los Angeles, $25 for non-residents, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work on completion of the course, and those who complete the course should feel themselves under obligation to work for at least one year, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature

Answer all literature questions in space provided.

1. Name the authors of fifteen of the following titles and state the form, i.e., whether poem, short story, essay or other form.

Idylls of the King	Tale of Two Cities
The Rivals	Evangeline
Romola	Travels With a Donkey
Ramona	Pippa Passes
Cloister and the Hearth	Bridge of San Luis Rey
King's Henchman	Kim
Doll's House	Imitation of Christ
Thanatopsis	Comus
Death Comes for the Archbishop	Two Years Before the Mast

2. Give the nationality and name one work of each of 10 of the following:

Sigrid Undset	Emil Ludwig
Marcel Proust	Ferenc Molnar
Johan Bojer	Hermann Sudermann
Ladislaw Reymont	Ivan Turgenev
Mazo de la Roche	Knut Hamsun
Thomas Mann	O. E. Rolvaag
Selma Lagerlof	Luigi Pirandello
Thornton Wilder	Louis Couperus
Martin Nexo	Arthur Schnitzler
Grazia Deledda	Paul Morand
Rene Bazin	Romain Rolland

3. The following are typographical errors gathered from publishers' catalogues. Write 10 of them correctly.

Anderson's Fairy Tales
The Noble Prize for Literature
Fitz Gerald's translation of Omar
Jane Austin's Novels
George Meredith's Egotist
Pantomine Plays
Herbart Spenser
Jacknapes by Mrs. Ewing
Jane Adams of Hull House
The Newberry medal was awarded to Hugo Lofting
Lewis Brown's Disbelieving World
Jessie Wilcox Smith illustrates children's books
Vergil's Eneid
William Cather's Books
Jacob Reece's How the other half lives

4. Match author and title for the following: (1. The Spy 1 Cooper)

1. Buck in the Snow	___Francis Hackett
2. Whither Mankind	___Elinor Wylie
3. Awake and Rehearse	___Carl Sandburg
4. Henry the Eighth	___Lytton Strachey
5. Scarlet Sister Mary	___Du Bose Heyward
6. Cavender's House	___Louis Bromfield
7. Angels and Earthly Creatures	___Sinclair Lewis
8. About Ourselves	___Julia Peterkin
9. Preface to Morals	___Joan Lowell
10. Believe It or Not	___Edwin Arlington Robinson
11. Cradle of the Deep	___Harry Allen Overstreet
12. Good Morning America	___Charles Beard
13. Dodsworth	___Edna St. Vincent Millay
14. Mamba's Daughters	___Robert L. Ripley
15. Elizabeth and Essex	___Walter Lippman

5. Name the author and title of the work in which these characters occur. Answer 10.

Agnes Wakefield	Bob Acres
Maggie Tulliver	Tiny Tim
Christopher Robin	Fantine
Sidney Carton	Falstaff
Nydia	Sancho Panza
Jo March	Elaine
Giant Despair	Artful Dodger
Elizabeth Bennett	Portia
Rowena	Mytyl

6. Write not less than 200 and not more than 250 words on one of the following subjects:
Present conditions of the censorship of books by public authorities.
The Restoration drama.
Classic influence on English literature.

History

1. Write an account in 300-400 words of one of the following topics:
   1. Development of Democracy from the Greek idea to the present time.
   2. Motives of the chief European nations who established themselves in the new world, with attendant results.
   3. Relation of church and state in the middle ages.
   (Use separate sheet for this question.)
2. Underline the word which makes a true statement in ten of the following:
   1. The German empire was established by Bismarck, Frederick the Great, William I.
   2. The promulgator of the seven years war was Peter the Great, Charles V, Frederick the Great.
   3. Napoleon was defeated at Waterloo, Austerlitz, Paris.
   4. Garibaldi is a national hero of Greece, Italy, Spain.
   5. Dr. Sun Yat-Sen was a conservative, republican, imperialist.
   6. The tide of Mohamedanism was turned at Tours, Chalons, Granada.
   7. The Sphinx is near Alexandria, Cairo, Carthage.
   8. The Appian way was a road leading to Athens, Rome, London.

9. Spanish Armada was defeated at Naples, Manilla, English Channel.
10. Winfield Scott was a general in the war of the American revolution, Spanish-American war, Mexican war of 1846.
11. Third crusade was led by Louis VII of France, Frederick Barbaross, Richard I of England.
12. The Boxer rebellion arose in Japan, China, Korea.

3. With what nation and activity do you associate twenty of the following:

1. Susan B. Anthony
2. William Bradford
3. Henry Clay
4. Robert Clive
5. Charlotte Corday
6. Benjamin Franklin
7. Arthur Griffith
8. Hohenzollerns
9. Huguenots
10. Thomas Jefferson
11. Marquis de Lafayette
12. Maecenas
13. Ferdinand Joseph Maximilian
14. William Penn
15. Pizarro
16. Cecil Rhodes
17. Romanoffs
18. Rothschilds
19. Rough riders
20. Deborah Sampson
21. Savonarola
22. Vikings
23. John Wesley
24. Xerxes

4. Explain in a sentence or two, ten of the following:

1. Balance of power
2. Bundesrat
3. Dissenters
4. Dollar diplomacy
5. Edict of Nantes
6. Extraterritoriality
7. Gircadists
8. Great schism
9. Hague court of arbitration
10. Permanent court of international justice
11. Reactionaries
12. Rights of man, Declaration of
13. Treaty of Lausanne
14. Treaty of Utrecht

5. Write five *leading* questions on European history since 1815, *or* on American history, on subjects not included in this examination.

Current Events and General Information

Answer question *one* on separate paper. *All* others on these sheets.

1. Write from 250 to 300 words on *one* of the following topics:
   British political situation and the recent general election.
   Farm relief bill passed by the House of Representatives and approved by President Hoover.
   Recent progress toward disarmament and the abolishment of war.
   Situation in the southern textile mills as brought out by the recent strikes.

2.-3. Why have the following appeared in the news within the last month or so? Answer *ten*:

1. International Power and Paper Co.
2. Debenture plan
3. Hugh Gibson
4. Harry Sinclair
5. Owen D. Young
6. "I'm alone" (ship)
7. Charles Evans Hughes
8. Margaret Sanger
9. Charles G. Dawes
10. Mrs. Mabel W. Willebrandt
11. American library association
12. Amundsen
13. Robert Herrick

4. Three important problems awaiting solution by the present federal administration are:
   The special session of Congress was called primarily to consider:

5. Place the number in column one opposite the name in column two to which it applies. Ex. No. 1—Secretary of the treasury.

1. Secretary of treasury	___Owen D. Young
2. Chairman of the second Dawes committee on reparations	___Ray Lyman Wilbur
3. Youngest president of a university	___Maude Royden
4. Dictator of Italy	___Ramsay MacDonald
5. Secretary of agriculture	
6. U. S. Commissioner of education	1 Andrew Mellon
7. Famous opera singer	___Chas. E. Hughes
8. Preacher in England	
9. Judge of the world court	___Arthur M. Hyde
10. Leader of the English labor party	___Henry L. Stimson
11. Big newspaper owner	___Robert M. Hutchins
12. Noted educator and philosopher	___Wm. J. Cooper
13. Secretary of the interior	
14. Secretary of state	___Alexander Meikeljohn

6. Complete ten of the following:
   1. The troubadours were famous_____ who flourished in the_____.
   2. Parsifal is an_____composed by_____.
   3. The Jones law is concerned with_____.
   4. The Punjab is a_____in_____.
   5. The Pre-Raphaelites were_____ in_____in the_____century.
   6. Pulitzer prizes are awarded for_____.
   7. Parnassus in_____mythology was the home of_____.
   8. The Samurai were the_____class in_____under the old feudal system.
   9. The Sumerians were_____.
   10. The Vatican is the_____ in_____.
   11. The three most famous classical epics are:
   12. Chairman of the Senate's Committee on foreign relations is _____.
   13. "Nordics" is a term applied to_____.

7.-8. What name is associated in your mind with the following subjects? Answer *ten*.

1. Relativity	8. Behaviorism
2. Humanism (middle ages)	9. Pragmatism
3. Psychoanalysis	10. Electron theory
4. Panama Canal	11. Progressive education
5. Evolution	12. World peace movement
6. Socialism	13. Impressionism (in Art)
7. Radium	

9.-10. Identify *ten* of the following briefly, mentioning for what they are chiefly famous:

Portes Gil	Harry E. Fosdick	Elihu Root
Galileo	William Beebe	Savanarola
Bertrand Russell	Mustapha Kemal	Clara Barton
Praxitiles	Lorado Taft	Jean Baptiste Corot
Robert A. Millikan	Louis Pasteur	

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SCHOOL OF LIBRARIANSHIP

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LIBRARY OF THE UNIVERSITY OF CALIFORNIA

Library School

of the

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

1930-1931

PUBLIC LIBRARY
LOS ANGELES
CALIFORNIA
1930

FOUNTAIN IN CHILDREN'S COURT
LEE LAWRIE, *Sculptor*

The

LIBRARY SCHOOL

OF THE

LOS ANGELES PUBLIC LIBRARY

Established in 1891 as a
Training Class of Los Angeles Public Library
Conducted since 1914 as
a Library School

CIRCULAR OF INFORMATION

1930-1931

Board of Library Commissioners
ORRA E. MONNETTE, President
FRANCIS J. CONATY, Vice-President
MRS. J. WELLS SMITH
MRS. OTTO J. ZAHN
E. N. MARTIN

City Librarian
EVERETT R. PERRY

1930

CALENDAR

1930-1931

SUBJECT TO CHANGE

— —

1930

July 14-September 13	Junior attendant course
September 15	Senior course begins
November 3-8	Week of field practice
November 27-30	Thanksgiving holidays
December 22	Christmas recess begins

— —

1931

January 5	Instruction begins
January 19-24	Examinations
January 26	Second semester begins
February 23	Washington's birthday
March 9-14	Week of field practice
March 16-21	Library visits
May 25-29	Week of final examinations
June 1-30	Month of field practice
June 13	Entrance examinations for Library School, 1931-1932

LIBRARY SCHOOL COMMITTEE

MRS. J. WELLS SMITH, *Commissioner, Los Angeles Public Library.*

MRS. OTTO J. ZAHN, *Commissioner, Los Angeles Public Library.*

EVERETT R. PERRY, A.B., B.L.S., *Librarian, Los Angeles Public Library.* (A.B. Harvard University, as of 1903; B.L.S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

FACULTY

FAITH E. SMITH, Ph. B., B.L.S., *Principal.* (Ph. B., Northwestern University, 1896; B.L.S., New York State Library School, 1921; Assistant, Northwestern University Library, 1892-98; Librarian, Sedalia, Mo., 1900-1907; Instructor, Chautauqua Summer Library School, 1907; Assistant to director of Training School for Children's Librarians, Pittsburgh, 1907-09; Director of Training Class, Chicago Public Library, 1910-17; in charge of Summer Library Course, University of California, 1912, 1915; Principal, School and Teachers' Department, Los Angeles Public Library, 1919-24; Librarian, Lange Library of Education, University of California, 1924-27; Principal, Philosophy and Religion Department, Los Angeles Public Library, 1927-29; Principal, Los Angeles Library School, 1929-.) *Lecturer in Art and Craft of Bookmaking, Children's Books, Library as a Profession.*

LUCILE KELLING, A.B., B.L.S. (A.B., Whitman College, 1917; B.L.S., New York State Library School, 1921; Walla Walla, Wash. Public Library, 1916-17; in charge Reference and Loan, Whitman College Library, 1917; Librarian, Public Library, Centralia, Wash., 1918-20; Head, Periodical Department, 1921-22, First Assistant, Lending (and Reference) Department, 1922-24; Reference Librarian, Business Branch 1924-25; Librarian, Springfield Branch, 1925-26; Free Public Library, Newark, N. J.; Reference Librarian, Mills College Library, 1926; Instructor, University of Southern California School of Citizenship, 1930; Instructor, Columbia University School of Library Service, Summer Session, 1930; Instructor, Los Angeles Library School, 1926-29; Lecturer, 1929-.) *Lecturer in Book Selection, Reference, and Subject Bibliography.*

MRS. JESSIE WICKERSHAM LUTHER, Ph. M. (Ph. B., University of Wisconsin, 1926; Ph. M., University of Wisconsin, 1927; University of Wisconsin Library School, 1913; Librarian, Public Library, Antigo, Wisconsin, 1913-17; Acting Reference Librarian, Public Library, Calgary, Alberta, Canada, 1917-18; Reference Librarian, Public Library, Superior, Wisconsin, 1918-20; Reference Librarian and Instructor in Library Science, Kellogg Library, Kansas State Teachers' College of Emporia, 1920-25; Acting Assistant Professor of Library Science, Library School, Carnegie Library of Atlanta, 1927-28; Acting Assistant Professor of Library Science, University of Wisconsin Library School, 1928-29; Lecturer, Los Angeles Library School, 1929-.) *Lecturer in Cataloguing, Classification, Order Work and Trade Bibliography.*

MILDRED COLEMAN, A.B. (A.B. University of California at Los Angeles, 1928; Los Angeles Library School, 1929; Reviser, Los Angeles Library School, 1929-.) *Reviser and Instructor in Junior Course.*

ASSISTING INSTRUCTORS

EVA G. LESLIE, *Principal of Department of Children's Work, Los Angeles Public Library.* (Advanced course for children's librarians, Western Reserve University School of Library Science, 1924; Children's librarian, Branch librarian, Cleveland Public Library, 1905-13; Children's librarian, St. Louis Public Library, 1913-17; Children's librarian, Branch librarian, Cleveland Public Library, 1917-26; Lecturer on Children's Literature, St. Louis Library School, 1915-17; Lecturer Western Reserve University School of Library Science, 1917-24; Instructor in Story-telling, Cleveland School of Religious Ideas, 1923-25; Principal of Department of Children's Work, Los Angeles Public Library, 1927-.) *Instructor in Library Work with Children.*

ROSEMARY EARNSHAW LIVSEY, *Principal Teachers' and Children's Department, Los Angeles Public Library.* (Los Angeles Library School, 1921; Children's Librarian, Central Ave. Branch, 1921-24; Main Children's Room, 1924-1926; Principal, Teachers' and Children's Dept., Los Angeles Public Library, 1926-.) *Instructor in Teaching the Use of Books and Libraries to School Classes.*

BLANCH L. UNDERKIRCHER, *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1909-10; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-21; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-.) *Instructor in Loan Administration.*

ALTHEA WARREN, Ph.B., *First Assistant Librarian, Los Angeles Public Library.* (Ph.B., University of Chicago, 1908; University of Wisconsin Library School, 1911; Branch Librarian, Chicago Public Library, 1911-12; Librarian of Sears-Roebuck & Company, 1912-14; Librarian of the San Diego Public Library, 1916-26; First Assistant Librarian, Los Angeles Public Library, 1926-.) *Instructor in Administration, Library Buildings.*

Lectures on various subjects were given by the following members of the Los Angeles Public Library staff during 1929-30: Everett R. Perry, Librarian, Mary Alice Boyd, Gladys Caldwell, Bessie Carrick, Laura C. Cooley, Mrs. Doyne Elliott, Lois Fannin, Betsey Foye, Leora Griffin, Margaret Hickman, Mrs. Faith Holmes Hyers, Louise E. Jones, Annabel Learned, Mrs. Anne F. Leidendeker, Blanche McKown, Mrs. Rhoda Williams Marshall, Dorothy Newton, Alpha Perkins, Mrs. Ione M. Rider, Mrs. Dorothy Shrewder, Mildred Sowers, Lou J. Ward.

LECTURERS CONDUCTING COURSES

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1929-30

MRS. THEODORA R. BREWITT, *Librarian Long Beach Public Library.* Library schedules, measurements of service.

JASMINE BRITTON, *Librarian City School Library, Los Angeles.* Poetry; Illustrators; City School Library. (3 lectures)

GERTRUDE COPE, *Teacher of English, Los Angeles Jr. College.* Children's Classics from early English literature.

ERNEST DAWSON, *Dawson's Bookshop, Los Angeles.* Book collecting.

MABEL GILLIS, *Asst. Librarian, California State Library, Sacramento.* The State Library.

JOHN E. GOODWIN, *Librarian, University of California at Los Angeles.* University Libraries.

HELEN E. HAINES, *Lecturer, Los Angeles Public Library.* Publishing houses (7 lectures).

FLORENCE HURST, *Librarian, John Burroughs Junior High School, Los Angeles.* Junior High School libraries.

CATHERINE J. MORRISON, *State Teacher of Braille, Los Angeles County Library.* Library work for the blind.

ROSE PURCELL, *Librarian, Southern California Edison Company Library, Los Angeles.* Business libraries.

FRANCES RICHARDSON, *Librarian, Fox Studios, Los Angeles.* Movie libraries.

DR. W. A. SMITH, *Associate Professor of Education, University of California in Los Angeles.* Recent developments in educational literature.

MRS. GUDRUN THORNE-THOMSEN, *Principal Ojai Valley School, Ojai, Calif.* Norse mythology.

MARJORIE VAN DEUSEN, *Librarian Belmont High School, Los Angeles.* High school libraries.

MISS WHITE, *Rare Book and Autograph Shop.* Famous book binders.

MALCOLM WYER, *Librarian, Denver Public Library.* Hobbies.

MRS. OTTO ZAHN, *Library Commissioner, Los Angeles Public Library.* Ideals.

HISTORY OF THE SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was re-organized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Though the School prepares primarily for public library work, it offers lectures on various types of libraries, and since January 1930 it has been accredited by the California State Board of Education for school library positions.

PURPOSE

The Library School is a professional school, offering a one-year course of training to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloguing, reference, bibliography, children's work and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons are necessary in such a library. The special departments in a large library (book-buying, catalogue, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian, and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for cataloguers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find an enduring satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni Newsletter, issued several times during the year, gives information about the graduates' work. The annual dues, together with contributions from friends of the School, form the Alumni Loan Fund. The Class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course.

The officers elected to serve in 1930-31 are Mr. Oak Amidon (1922), president; Miss Rose Purcell (1915), vice-president; Miss Mildred Coleman (1929), secretary-treasurer.

APPOINTMENTS TO POSITIONS

Salaries have increased until they are nearly comparable with those of teachers. In the Los Angeles Public Library many and varied opportunities are available each year, and the School desires to place as many students as possible in Los Angeles. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the School is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain in library work for at least a year. The School reserves the right to dismiss those who marry after their applications have been accepted, or during the School course.

The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer. A city ordinance requires that those holding positions in the Los Angeles Public Library shall be residents of the city. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3 rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with 160 branches and 590,000 volumes, the Los Angeles City School Library with more than 800,000 volumes, and the Los Angeles Public Library with 138 distributing agencies and more than one million volumes. Occidental College has 30,000, the University of Southern California about 90,000, and the University of California in Los Angeles, 111,000 volumes.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which is becoming a national research center for scholars and bibliographers.

Notable among the scientific and technical libraries are the Barlow Medical Library, the Southern California Edison Company Library in Los Angeles, the Mt. Wilson Solar Observatory Library, and the Norman

Bridge Library of Physics at the California Institute of Technology. Other special libraries are those of the Lasky Film Corporation, the Research Library of Universal Picures Corporation, the First National Bank, the Bank of Italy, and the Security Trust and Savings Bank. The elementary school libraries of Long Beach, Los Angeles and Pasadena are well organized. In Los Angeles alone there are fifty-three junior high school and senior high school libraries, and throughout southern California high school libraries have been developed to a marked degree. Pasadena, South Pasadena, Alhambra, Pomona, Glendale, Long Beach, Santa Monica, and smaller cities have attractive public library buildings and well organized collections.

Well of the Scribes.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of the city. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library in which the school is quartered is housed in a modern beautifully equipped building completed in 1926. Its originality of design and practical plan, with provision for efficient service and growth, afford ideal opportunities for study of library development. The departments, Art and Music, Fiction, Foreign, History, Literature and Philology, Periodical and Newspaper, Philosophy and Religion, Science and Industry, Sociology, Teachers' and Children's, have specially planned reading rooms and adjacent stacks for book storage. The main library also serves as the administrative headquarters of the library system which gives extensive service through forty-nine branch libraries and eighty-nine stations. Through supervised practice in the specialized departments of the main library and in the branches of many different types, the students become familiar with the details of small library equipment and management as well as with the problems of a large city system.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School occupies a suite of six rooms on the third floor of the central library building. The study room is the largest and most distinctive, with windows on the north and east, giving an abundance of light and air. Each student has a specially designed desk with drawers for notes and samples, while individual bookcases provide shelves for the necessary books. All the rooms are provided with wall shelving, and the lecture room is equipped with blackboards. A daylight projecting machine has been installed, which makes it possible to teach cataloguing more vividly, and to illustrate graphically such subjects as library buildings and Evolution of the Book. A typing room is provided for the school

typewriters. Near the school suite are the locker room, staff rest room, recreation room and lunch room.

The Library School collection includes books, periodicals, pamphlets and reference material used in class work. The large collection of the Library provides books for class examination. In its files of library publications and reports, and in bibliographical and library economy material, the school collection is fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into an adequate permanent reference collection, illustrating all phases of library activity.

CULTURAL OPPORTUNITIES AND RECREATION

Aside from a variety of library activities, Los Angeles offers many cultural and recreational advantages. A partial list of these include:

Music: Fortnightly concerts by the Los Angeles Philharmonic Orchestra; programs by famous musicians; chamber music and choral societies; spring and fall grand opera seasons.

Drama: The best in stage and screen productions; little theatres and community play houses; an active Drama League.

Galleries and Museums: The Southwest Museum specializing in the early history of the Southwest; Exposition Park Museum and Art Gallery; The Huntington Art Gallery; and many small galleries open to the public.

The Los Angeles Public Library sponsors a series of lectures on different subjects throughout the year, in the Lecture and Exhibits room. Exhibits of paintings and prints from prominent local organizations, displays of posters, photographs, textiles, the fifty books of the year chosen by the American Institute of Graphic Arts, and exhibits of similar subjects are open to patrons of the Library. Two series of lectures on books are given fortnightly. Lectures in foreign languages on foreign literature are given by professors in local universities. Lectures on philosophy are given by men of national reputation. Chamber music concerts are open to the public through the courtesy of Mrs. Elizabeth Sprague Coolidge.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out-of-doors within the reach of busy people. Public parks, playgrounds, and picnic grounds are available throughout the year. The city also maintains a beautifully situated golf course.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised.

AGE. Applicants must be over twenty and under thirty-five years of age except in the case of persons who have had considerable previous library experience or other special qualifications.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the School in age, health and personal fitness for library work.

A very few students are admitted by examination, but only those are admitted to the examination who have had three years of college work

or considerable library experience. The examination is given in June in order that the successful applicants may have time for the required reading and typewriting practice before school opens. The tests include history, literature, current events and general information, and a sight translation from one modern language.

Typical examination questions will be found on pages 19-22 of the Circular. In preparation, a careful review of general history and literature is recommended. A knowledge of current events in the fields of art, science, literature, politics and economics is necessary. This can be gained from a systematic reading of the best newspapers and magazines.

Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. A fee of $5.00 is charged when the examination is taken outside of Los Angeles.

A Junior Attendants' course (described on page 18) is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the School. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended.

LIBRARY HANDWRITING. In spite of the increasing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student should be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to accepted applicants. Questions on these books are not included in the entrance examinations, but they are discussed during the year in the class in book selection.

PRELIMINARY PRACTICE. Two weeks of preliminary practice is required of applicants who have had no library experience. This may be arranged in the Los Angeles Public Library.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition and rhetoric and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the study of one language in high school and continue for at least two years in college. Acquaintance with a second modern language is desirable.

Latin is an important basis for study of other languages.

History courses, *essential*. Ancient history, mediaeval and modern

European history, the history of England and the United States are all necessary as a background for the study of literature. Familiarity with the history of the Far East is useful on the Pacific Coast.

Economics, sociology, political science.

Psychology, philosophy.

Educational methods, educational psychology.

Science—one or more of the following: Zoology, botany, physiology, physics, chemistry, geology.

Public speaking.

SEMESTERS AND HOURS

The school year is divided into two semesters. Students are admitted only at the opening of the Fall semester. Classes meet each morning of the week, including Saturday, from 9 to 12:30. Some classes meet in the afternoons, and students should plan to remain at the library from 9 to 5 every day except Saturday. The study or practice following each lecture varies with a minimum requirement of two hours study for each lecture. Students are expected to spend afternoons except Saturday in study, and some evening hours. During the weeks of practice, the hours will be adjusted to those of the library to which the student is assigned.

It should be distinctly understood that the course requires the entire time of the student, who should not engage in any other study or work during the year.

TUITION AND EXPENSES

The tuition fee for persons who have been residents of Los Angeles for one year or more is $75, $5 being due as the registration fee, $35 in September and $35 in February. For non-residents, the fee is $150, $5 registration, $70 due in September and $75 in February. Upon notification of acceptance, each applicant is expected to remit the registration fee. In case of withdrawal, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after school opens. The School reserves the right to ask a student to withdraw at any time during the year if it is deemed necessary.

Students' expense for books, stationery and other supplies need not exceed $35. An allowance of $25 must be made for library visits, which include trips to Santa Barbara, San Diego and other cities near Los Angeles. The necessary textbooks may be purchased at the School, and students should avail themselves of the opportunity to purchase professional publications at special rates. Each student should have a new copy of Miss Mudge's New Guide to reference books and should not use a second-hand copy.

A satisfactory room with breakfasts and dinners may be procured at rates varying from $45 to $60 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

First Semester

Book selection	3
Children's books for the general worker	1
Reference	2
Bibliography	1
Cataloguing	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Required	14

Elective

Children's books and story telling	1
Bibliography	1
Branch practice	1

Second Semester

Book selection	3
Reference	2
Library records	1
Trade bibliography	1
Cataloguing	2
Classification	1
Administration, including various types of libraries	1
Library as a profession	1
Field work and visits	2
Required	14

Elective

Administration of children's work and field work	1
Advanced cataloguing and classification	1
Reference	1

Each student must choose one elective to make 15 credits each semester.

BIBLIOGRAPHICAL COURSES

BOOK SELECTION. First and second semesters. 3 credits for each semester. *Miss Kelling.*

Designed to familiarize the student with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (biography, history, travel, literature, sociology, popular science, fine arts, technology, religion and philosophy); analysis of broad classes of literature with consideration of edition, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice with annotation and evaluation; exercises in compilation of special lists, and study of editions and series desirable for library use. *Miss Kelling.*

b. Examination and discussion of current publications, class seminars on book reviews and reviewers, study and checking of *Publisher's Weekly*, with selection and discussion of books for libraries of special types, and visits to local book stores. *Miss Kelling.*

c. Principles of book selection in fiction, with special study of various types of fiction, including foreign fiction in translation. Among the problems considered are *books for young people*, and *censorship*. *Miss Kelling.*

REFERENCE WORK. First and second semesters, 2 credits for each semester. *Miss Kelling.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes. *Miss Kelling.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the brief study of state and city documents. *Second Semester. Miss Kelling.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Kelling and others.*

BIBLIOGRAPHY. First and second semesters. 1 credit for each semester. *Miss Kelling, Mrs. Luther.*

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies. *Miss Kelling.*

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications. Methods of ordering books. *Mrs. Luther.*

ART AND CRAFT OF BOOKMAKING. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Smith and special lecturers.*

HISTORY OF THE SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was re-organized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Though the School prepares primarily for public library work, it offers lectures on various types of libraries, and since January 1930 it has been accredited by the California State Board of Education for school library positions.

PURPOSE

The Library School is a professional school, offering a one-year course of training to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloguing, reference, bibliography, children's work and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons are necessary in such a library. The special departments in a large library (book-buying, catalogue, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian, and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for cataloguers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find an enduring satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

LOAN ADMINISTRATION. Charging systems, rules and regulations governing the circulation of books and registration of borrowers, reserves, fines, pay duplicates, deposits, dues, lost books and other problems connected with book circulation. First semester. *Miss Unterkircher.*

LIBRARY HISTORY AND PROGRESS. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Smith and special lecturers.*

TEACHING THE USE OF BOOKS AND LIBRARIES. Lectures, observation, and practice in making outlines and giving instruction to classes from the schools, including both children and adult classes. Second semester. *Miss Livsey.*

LIBRARY AS A PROFESSION. Lectures and class discussion of the different aspects of library work, requirements in special fields, business, school, and college libraries, professional ethics and ideals, current library topics. *Miss Smith and special lecturers.*

LIBRARY VISITS. A week in the Spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

LIBRARY WORK WITH CHILDREN.

a. Children's books. Lectures with reading and discussion on the history of children's books, classics on which many children's books are based, aids in selection of books, and consideration of the most important books in the different classes. This is required of the entire class the first semester, one hour a week. *Miss Smith, and others.*

b. Children's books and story telling. An elective for those intending to be children's librarians. It will include more intensive study of children's books, the literature for story-telling, and its technique, with supervised story-hours. *Mrs. Gudrun Thorne-Thomsen, Miss Leslie and others.*

c. Administration of children's work, and field work in children's rooms. An elective on administrative problems designed for those who wish to be children's librarians. Actual work in well supervised children's rooms with definite problems assigned. *Miss Leslie, and others.*

ADVANCED CATALOGUING AND CLASSIFICATION.

Lectures and practice in cataloguing more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and re-cataloguing, organization of the catalogue department, are discussed. *Mrs. Luther.*

ADVANCED REFERENCE WORK.

Students are given special instruction and practice in the use of music, art, history, or technology reference books and documents. *Miss Kelling.*

ADVANCED SUBJECT BIBLIOGRAPHY.

Special opportunity is given for the practical use of bibliographical aids along lines best suited to the individual student. *Miss Kelling.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 7.

PRACTICE WORK

The month of June and two other periods of a week each, during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A short course of two months training junior attendants for the Los Angeles Public Library is given by the Library School twice a year. The first month is devoted to lectures, problems, and practice in the simpler phases of library technique, and in the second month students are assigned to the catalogue, juvenile, registration and loan, and other central library departments and to the branches, for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work.

The fee for the course is $10 for residents of Los Angeles, $25 for non-residents, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work on completion of the course, and those who complete the course should feel themselves under obligation to work for at least one year, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature

Answer all literature questions in space provided.

1. Name the authors of fifteen of the following titles and state the form, i.e., whether poem, short story, essay or other form.

Idylls of the King	Tale of Two Cities
The Rivals	Evangeline
Romola	Travels With a Donkey
Ramona	Pippa Passes
Cloister and the Hearth	Bridge of San Luis Rey
King's Henchman	Kim
Doll's House	Imitation of Christ
Thanatopsis	Comus
Death Comes for the Archbishop	Two Years Before the Mast

2. Give the nationality and name one work of each of 10 of the following:

Sigrid Undset	Emil Ludwig
Marcel Proust	Ferenc Molnar
Johan Bojer	Hermann Sudermann
Ladislaw Reymont	Ivan Turgenev
Mazo de la Roche	Knut Hamsun
Thomas Mann	O. E. Rolvaag
Selma Lagerlof	Luigi Pirandello
Thornton Wilder	Louis Couperus
Martin Nexo	Arthur Schnitzler
Grazia Deledda	Paul Morand
Rene Bazin	Romain Rolland

3. The following are typographical errors gathered from publishers' catalogues. Write 10 of them correctly.

Anderson's Fairy Tales
The Noble Prize for Literature
Fitz Gerald's translation of Omar
Jane Austin's Novels
George Meredith's Egotist
Pantomime Plays
Herbart Spenser
Jacknapes by Mrs. Ewing
Jane Adams of Hull House
The Newberry medal was awarded to Hugo Lofting
Lewis Brown's Disbelieving World
Jessie Wilcox Smith illustrates children's books
Vergil's Eneid
William Cather's Books
Jacob Reece's How the other half lives

4. Match author and title for the following: (1. The Spy 1 Cooper)

1. Buck in the Snow	.....Francis Hackett
2. Whither Mankind	.....Elinor Wylie
3. Awake and Rehearse	.....Carl Sandburg
4. Henry the Eighth	.....Lytton Strachey
5. Scarlet Sister Mary	.....Du Bose Heyward
6. Cavender's House	.....Louis Bromfield
7. Angels and Earthly Creatures	.....Sinclair Lewis
8. About Ourselves	.....Julia Peterkin
9. Preface to Morals	.....Joan Lowell
10. Believe It or Not	.....Edwin Arlington Robinson
11. Cradle of the Deep	.....Harry Allen Overstreet
12. Good Morning America	.....Charles Beard
13. Dodsworth	.....Edna St. Vincent Millay
14. Mamba's Daughters	.....Robert L. Ripley
15. Elizabeth and Essex	.....Walter Lippman

5. Name the author and title of the work in which these characters occur. Answer 10.

Agnes Wakefield	Bob Acres
Maggie Tulliver	Tiny Tim
Chritsopher Robin	Fantine
Sidney Carton	Falstaff
Nydia	Sancho Panza
Jo March	Elaine
Giant Despair	Artful Dodger
Elizabeth Bennett	Portia
Rowena	Mytyl

6. Write not less than 200 and not more than 250 words on one of the following subjects:

Present conditions of the censorship of books by public authorities.
The Restoration drama.
Classic influence on English literature.

History

1. Write an account in 300-400 words of one of the following topics:
   1. Development of Democracy from the Greek idea to the present time.
   2. Motives of the chief European nations who established themselves in the new world, with attendant results.
   3. Relation of church and state in the middle ages.
   (Use separate sheet for this question.)

2. Underline the word which makes a true statement in ten of the following:
   1. The German empire was established by Bismark, Frederick the Great, William I.
   2. The promulgator of the seven years war was Peter the Great, Charles V, Frederick the Great.
   3. Napoleon was defeated at Waterloo, Austerlitz, Paris.
   4. Garibaldi is a national hero of Greece, Italy, Spain.
   5. Dr. Sun Yat-Sen was a conservative, republican imperialist.
   6. The tide of Mohamedanism was turned at Tours, Chalons, Granada.
   7. The Sphinx is near Alexandria, Cairo, Carthage.
   8. The Appian way was a road leading to Athens, Rome, London.
   9. Spanish Armada was defeated at Naples, Manilla, English Channel.
   10. Winfield Scott was a general in the war of the American revolution, Spanish-American war, Mexican war of 1846.
   11. Third crusade was led by Louis VII of France, Frederick Barbaross, Richard I of England.
   12. The Boxer rebellion arose in Japan, China, Korea.

3. With what nation and activity do you associate twenty of the following:
   1. Susan B. Anthony
   2. William Bradford
   3. Henry Clay
   4. Robert Clive
   5. Charlotte Corday
   6. Benjamin Franklin
   7. Arthur Griffith
   8. Hohenzollerns
   9. Huguenots
   10. Thomas Jefferson
   11. Marquis de Lafayette
   12. Maecenas
   13. Ferdinand Joseph Maximilian
   14. William Penn
   15. Pizarro
   16. Cecil Rhodes
   17. Romanoffs
   18. Rothschilds
   19. Rough riders
   20. Deborah Sampson
   21. Savanarola
   22. Vikings
   23. John Wesley
   24. Xerxes

4. Explain in a sentence or two, ten of the following:
   1. Balance of power
   2. Bundesrat
   3. Dissenters
   4. Dollar diplomacy
   5. Edict of Nantes
   6. Extraterritoriality
   7. Gircadists
   8. Great schism
   9. Hague court of arbitration
   10. Permanent court of international justice
   11. Reactionaries
   12. Rights of man, Declaration of
   13. Treaty of Lausanne
   14. Treaty of Utrecht

5. Write five *leading* questions on European history since 1815, *or* on American history, on subjects not included in this examination.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

First Semester

Book selection	3
Children's books for the general worker	1
Reference	2
Bibliography	1
Cataloguing	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Required	14

Elective

Children's books and story telling	1
Bibliography	1
Branch practice	1

Second Semester

Book selection	3
Reference	2
Library records	1
Trade bibliography	1
Cataloguing	2
Classification	1
Administration, including various types of libraries	1
Library as a profession	1
Field work and visits	2
Required	14

Elective

Administration of children's work and field work	1
Advanced cataloguing and classification	1
Reference	1

Each student must choose one elective to make 15 credits each semester.

BIBLIOGRAPHICAL COURSES

BOOK SELECTION. First and second semesters. 3 credits for each semester. *Miss Kelling.*

Designed to familiarize the student with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (biography, history, travel, literature, sociology, popular science, fine arts, technology, religion and philosophy); analysis of broad classes of literature with consideration of edition, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice with annotation and evaluation; exercises in compilation of special lists, and study of editions and series desirable for library use. *Miss Kelling.*

b. Examination and discussion of current publications, class seminars on book reviews and reviewers, study and checking of *Publisher's Weekly,* with selection and discussion of books for libraries of special types, and visits to local book stores. *Miss Kelling.*

c. Principles of book selection in fiction, with special study of various types of fiction, including foreign fiction in translation. Among the problems considered are *books for young people,* and *censorship. Miss Kelling.*

REFERENCE WORK. First and second semesters, 2 credits for each semester. *Miss Kelling.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes. *Miss Kelling.*

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the brief study of state and city documents. *Second Semester. Miss Kelling.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester. Miss Kelling and others.*

BIBLIOGRAPHY. First and second semesters. 1 credit for each semester. *Miss Kelling, Mrs. Luther.*

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies. *Miss Kelling.*

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications. Methods of ordering books. *Mrs. Luther.*

ART AND CRAFT OF BOOKMAKING. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Smith and special lecturers.*

b. Bookbinding. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are two hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

c. Book repair. Processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

TECHNICAL COURSES

CATALOGUING AND SUBJECT HEADINGS. First and second semesters. 2 credits for each semester. *Mrs. Luther.*

A study of the principles and methods of cataloguing a library. The course includes lectures, recitations, and practice work in dictionary cataloguing and alphabeting. Each lesson is followed by an exercise in actual cataloguing, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed.

CLASSIFICATION. First and second semesters. 1 credit for each semester. *Mrs. Luther.*

A discussion of the principles and history of classification and the systems evolved for various types of libraries. The Decimal classification, as the system in most general use, is the basis of the course, with briefer attention given to the Expansive and Library of Congress classifications. The study of book numbers is included in this course.

LIBRARY RECORDS. Second semester. *Miss Smith.*

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given.

ADMINISTRATIVE COURSES

LIBRARY ORGANIZATION AND ADMINISTRATION. First and second semesters. 1 credit each semester. *Miss Warren and special lecturers.*

Sources of library funds, handling of library funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods.

LIBRARY BUILDINGS. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Warren.*

LOAN ADMINISTRATION. Charging systems, rules and regulations governing the circulation of books and registration of borrowers, reserves, fines, pay duplicates, deposits, dues, lost books and other problems connected with book circulation. First semester. *Miss Unterkircher.*

LIBRARY HISTORY AND PROGRESS. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Smith and special lecturers.*

TEACHING THE USE OF BOOKS AND LIBRARIES. Lectures, observation, and practice in making outlines and giving instruction to classes from the schools, including both children and adult classes. Second semester. *Miss Livsey.*

LIBRARY AS A PROFESSION. Lectures and class discussion of the different aspects of library work, requirements in special fields, business, school, and college libraries, professional ethics and ideals, current library topics. *Miss Smith and special lecturers.*

LIBRARY VISITS. A week in the Spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

LIBRARY WORK WITH CHILDREN.

a. Children's books. Lectures with reading and discussion on the history of children's books, classics on which many children's books are based, aids in selection of books, and consideration of the most important books in the different classes. This is required of the entire class the first semester, one hour a week. *Miss Smith, and others.*

b. Children's books and story telling. An elective for those intending to be children's librarians. It will include more intensive study of children's books, the literature for story-telling, and its technique, with supervised story-hours. *Mrs. Gudrun Thorne-Thomsen, Miss Leslie and others.*

c. Administration of children's work, and field work in children's rooms. An elective on administrative problems designed for those who wish to be children's librarians. Actual work in well supervised children's rooms with definite problems assigned. *Miss Leslie, and others.*

ADVANCED CATALOGUING AND CLASSIFICATION.

Lectures and practice in cataloguing more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and re-cataloguing, organization of the catalogue department, are discussed. *Mrs. Luther.*

ADVANCED REFERENCE WORK.

Students are given special instruction and practice in the use of music, art, history, or technology reference books and documents. *Miss Kelling.*

ADVANCED SUBJECT BIBLIOGRAPHY.

Special opportunity is given for the practical use of bibliographical aids along lines best suited to the individual student. *Miss Kelling.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 7.

PRACTICE WORK

The month of June and two other periods of a week each, during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A short course of two months training junior attendants for the Los Angeles Public Library is given by the Library School twice a year. The first month is devoted to lectures, problems, and practice in the simpler phases of library technique, and in the second month students are assigned to the catalogue, juvenile, registration and loan, and other central library departments and to the branches, for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work.

The fee for the course is $10 for residents of Los Angeles, $25 for non-residents, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work on completion of the course, and those who complete the course should feel themselves under obligation to work for at least one year, if their work is satisfactory.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

Literature

Answer all literature questions in space provided.

1. Name the authors of fifteen of the following titles and state the form, i.e., whether poem, short story, essay or other form.

Idylls of the King	Tale of Two Cities
The Rivals	Evangeline
Romola	Travels With a Donkey
Ramona	Pippa Passes
Cloister and the Hearth	Bridge of San Luis Rey
King's Henchman	Kim
Doll's House	Imitation of Christ
Thanatopsis	Comus
Death Comes for the Archbishop	Two Years Before the Mast

2. Give the nationality and name one work of each of 10 of the following:

Sigrid Undset	Emil Ludwig
Marcel Proust	Ferenc Molnar
Johan Bojer	Hermann Sudermann
Ladislaw Reymont	Ivan Turgenev
Mazo de la Roche	Knut Hamsun
Thomas Mann	O. E. Rolvaag
Selma Lagerlof	Luigi Pirandello
Thornton Wilder	Louis Couperus
Martin Nexo	Arthur Schnitzler
Grazia Deledda	Paul Morand
Rene Bazin	Romain Rolland

3. The following are typographical errors gathered from publishers' catalogues. Write 10 of them correctly.

Anderson's Fairy Tales
The Noble Prize for Literature
Fitz Gerald's translation of Omar
Jane Austin's Novels
George Meredith's Egotist
Pantomime Plays
Herbart Spenser
Jacknapes by Mrs. Ewing
Jane Adams of Hull House
The Newberry medal was awarded to Hugo Lofting
Lewis Brown's Disbelieving World
Jessie Wilcox Smith illustrates children's books
Vergil's Eneid
William Cather's Books
Jacob Reece's How the other half lives

4. Match author and title for the following: (1. The Spy 1 Cooper)

1. Buck in the Snow	.....Francis Hackett
2. Whither Mankind	.....Elinor Wylie
3. Awake and Rehearse	.....Carl Sandburg
4. Henry the Eighth	.....Lytton Strachey
5. Scarlet Sister Mary	.....Du Bose Heyward
6. Cavender's House	.....Louis Bromfield
7. Angels and Earthly Creatures	.....Sinclair Lewis
8. About Ourselves	.....Julia Peterkin
9. Preface to Morals	.....Joan Lowell
10. Believe It or Not	.....Edwin Arlington Robinson
11. Cradle of the Deep	.....Harry Allen Overstreet
12. Good Morning America	.....Charles Beard
13. Dodsworth	.....Edna St. Vincent Millay
14. Mamba's Daughters	.....Robert L. Ripley
15. Elizabeth and Essex	.....Walter Lippman

5. Name the author and title of the work in which these characters occur. Answer 10.

Agnes Wakefield	Bob Acres
Maggie Tulliver	Tiny Tim
Chritsopher Robin	Fantine
Sidney Carton	Falstaff
Nydia	Sancho Panza
Jo March	Elaine
Giant Despair	Artful Dodger
Elizabeth Bennett	Portia
Rowena	Mytyl

6. Write not less than 200 and not more than 250 words on one of the following subjects:

Present conditions of the censorship of books by public authorities.
The Restoration drama.
Classic influence on English literature.

History

1. Write an account in 300-400 words of one of the following topics:
   1. Development of Democracy from the Greek idea to the present time.
   2. Motives of the chief European nations who established themselves in the new world, with attendant results.
   3. Relation of church and state in the middle ages.
   (Use separate sheet for this question.)

2. Underline the word which makes a true statement in ten of the following:
   1. The German empire was established by Bismark, Frederick the Great, William I.
   2. The promulgator of the seven years war was Peter the Great, Charles V, Frederick the Great.
   3. Napoleon was defeated at Waterloo, Austerlitz, Paris.
   4. Garibaldi is a national hero of Greece, Italy, Spain.
   5. Dr. Sun Yat-Sen was a conservative, republican imperialist.
   6. The tide of Mohamedanism was turned at Tours, Chalons, Granada.
   7. The Sphinx is near Alexandria, Cairo, Carthage.
   8. The Appian way was a road leading to Athens, Rome, London.
   9. Spanish Armada was defeated at Naples, Manilla, English Channel.
   10. Winfield Scott was a general in the war of the American revolution, Spanish-American war, Mexican war of 1846.
   11. Third crusade was led by Louis VII of France, Frederick Barbaross, Richard I of England.
   12. The Boxer rebellion arose in Japan, China, Korea.

3. With what nation and activity do you associate twenty of the following:
   1. Susan B. Anthony
   2. William Bradford
   3. Henry Clay
   4. Robert Clive
   5. Charlotte Corday
   6. Benjamin Franklin
   7. Arthur Griffith
   8. Hohenzollerns
   9. Huguenots
   10. Thomas Jefferson
   11. Marquis de Lafayette
   12. Maecenas
   13. Ferdinand Joseph Maximilian
   14. William Penn
   15. Pizarro
   16. Cecil Rhodes
   17. Romanoffs
   18. Rothschilds
   19. Rough riders
   20. Deborah Sampson
   21. Savanarola
   22. Vikings
   23. John Wesley
   24. Xerxes

4. Explain in a sentence or two, ten of the following:
   1. Balance of power
   2. Bundesrat
   3. Dissenters
   4. Dollar diplomacy
   5. Edict of Nantes
   6. Extraterritoriality
   7. Gircadists
   8. Great schism
   9. Hague court of arbitration
   10. Permanent court of international justice
   11. Reactionaries
   12. Rights of man, Declaration of
   13. Treaty of Lausanne
   14. Treaty of Utrecht

5. Write five *leading* questions on European history since 1815, *or* on American history, on subjects not included in this examination.

Current Events and General Information

Answer question *one* on separate paper. *All* others on these sheets.

1. Write from 250 to 300 words on *one* of the following topics:

   British political situation and the recent general election.

   Farm relief bill passed by the House of Representatives and approved by President Hoover.

   Recent progress toward disarmament and the abolishment of war.

   Situation in the southern textile mills as brought out by the recent strikes.

2.-3. Why have the following appeared in the news within the last month or so? Answer *ten*:

1. International Power and Paper Co.
2. Debenture plan
3. Hugh Gibson
4. Harry Sinclair
5. Owen D. Young
6. "I'm alone" (ship)
7. Charles Evans Hughes
8. Margaret Sanger
9. Charles G. Dawes
10. Mrs. Mabel W. Willebrandt
11. American library association
12. Amundsen
13. Robert Herrick

4. Three important problems awaiting solution by the present federal administration are:

   The special session of Congress was called primarily to consider:

5. Place the number in column one opposite the name in column two to which it applies. Ex. No. 1—Secretary of the treasury.

1. Secretary of treasury	.....Owen D. Young
2. Chairman of the second Dawes committee on reparations	.....Ray Lyman Wilbur
3. Youngest president of a university	.....Maude Royden
4. Dictator of Italy	.....Ramsay MacDonald
5. Secretary of agriculture	
6. U. S. Commissioner of education	1 Andrew Mellon
7. Famous opera singer	.....Chas. E. Hughes
8. Preacher in England	
9. Judge of the world court	.....Arthur M. Hyde
10. Leader of the English labor party	.....Henry L. Stimson
11. Big newspaper owner	
12. Noted educator and philosopher	.....Robert M. Hutchins
13. Secretary of the interior	.....Wm. J. Cooper
14. Secretary of state	.....Alexander Meikeljohn

6. Complete ten of the following:

1. The troubadours were famous.....
   who flourished in the.....
2. Parsifal is an.....composed by.....
3. The Jones law is concerned with.....
4. The Punjab is a..... in.....
5. The Pre-Raphaelites were.....
   in.....in the..... ....century.
6. Pulitzer prizes are awarded for.....
7. Parnassus in.....mythology was the home of.....
8. The Samurai were the.....class in..... ..... under the old feudal system.
9. The Sumarians were.....
10. The Vatican is the.....
    in.....
11. The three most famous classical epics are:
12. Chairman of the Senate's Committee on foreign relations is .....
13. "Nordics" is a term applied to.....

7.-8. What name is associated in your mind with the following subjects? Answer *ten*.

1. Relativity
2. Humanism (middle ages)
3. Psychoanalysis
4. Panama Canal
5. Evolution
6. Socialism
7. Radium
8. Behaviorism
9. Pragmatism
10. Electron theory
11. Progressive education
12. World peace movement
13. Impressionism (in Art)

9.-10. Identify *ten* of the following briefly, mentioning for what they are chiefly famous:

Harry E. Fosdick	Portes Gil	Elihu Root
William Beebe	Galileo	Savanarola
Mustapha Kemal	Bertrand Russell	Clara Barton
Lorado Taft	Praxitiles	Jean Baptiste Corot
Louis Pasteur	Robert A. Millikan	

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SCHOOL OF LIBRARIANSHIP

EXCHANGE

LIBRARY OF THE UNIVERSITY OF CALIFORNIA

The

Library School

of the

LOS ANGELES PUBLIC LIBRARY

CIRCULAR OF INFORMATION

1931 - 1932

PUBLIC LIBRARY
LOS ANGELES
CALIFORNIA
1931

Los Angeles Public Library

Graded Schedule of Service

This statement of the positions in the Los Angeles Public Library is made to answer the many inquiries for information as to the qualifications necessary in library work, training and salaries.

GENERAL QUALIFICATIONS FOR ALL LIBRARY EMPLOYEES

Good health, courteous manner, neatness in appearance and in work, accuracy, speed, reliability, general intelligence and good judgment are expected of all employees. City employees must be citizens of the United States and must pass a Civil Service examination.

PAGES

Pages may be full-time or part-time employees of the library. They are employed in shelving books and in other routine duties, under direction, requiring some skill and accuracy, but no special training. The beginning salary is $60 a month. Applications should be filed at the Civil Service Commission, in the City Hall. Only persons who have been residents of Los Angeles for one year or more are eligible for positions as pages.

JUNIOR ATTENDANTS

Junior attendants are employed in the Main Library and in the branches to perform the simpler parts of library work under direction. The junior attendant course is given in the Library School to prepare for this grade of service.

Age. Applicants for the junior course must be over 17 and under 30 years of age, except in the case of persons who have had previous library experience.

EXCHANGE
DEC 22 1928

LIBRARY
OF THE
UNIVERSITY
OF

Junior Course. The two months course is given in the spring and in the summer. The fee for residents of Los Angeles is $10 for the course. The fee for non-residents is $25. The necessary textbooks are loaned to students, who pay only for the supplies used.

Education. Applicants must be high school graduates and must know how to use the typewriter.

Entrance examination. An efficiency test including questions on American and English literature, general history, current events and typewriting will be given all applicants who are not college graduates. In preparation for this examination reviews of the history of English and American literature and American and European history and a systematic reading of the best periodicals are advised. The entrance examinations are given only in Los Angeles.

Selection of applicants. The number of students who can be accepted is limited to 34. Not all of those who pass the examination can be accepted. Applicants who receive a passing grade are required to make a personal application on a specified day, and health, personality and adaptability to the library profession as well as examination grades are considered in choosing the class.

Appointments. After completing the course, applicants for positions in Los Angeles must pass a civil service examination and appointments are made as vacancies occur. Positions are not guaranteed to graduates, but those whom the school can recommend usually have no difficulty in securing positions. The beginning salary for junior attendants is $80 a month. In order to secure a position above the grade of junior attendant, a person must have some college preparation and must have completed the senior course or its equivalent.

SENIOR ATTENDANTS

Senior attendants fill positions which require special ability and training or experience. Training may be obtained in other library schools, or in the School maintained by the Los Angeles Public Library. This school gives a nine months course, September through June, covering the basic subjects necessary in library work, with elective courses for those who wish to be children's librarians or catalogers.

Age. Applicants must be over 20 and under 35 years of age, except persons who have had considerable previous library experience or other special qualifications.

Education. As a good education is an essential foundation for library work, no applicants are accepted who have not had at least three years of college work, or a satisfactory equivalent in library experience. No entrance examination is required of college graduates, who must meet the other requirements of the School in age, health and personality. A knowledge of literature, history, science, economics, sociology and modern languages, especially French, German and Spanish makes the best preparation for library work.

Applications. Candidates should file their applications early in the summer, because the number of students who can be accepted is limited. College graduates must submit transcripts of their college records.

Entrance Examination. All candidates who are not college graduates must pass an entrance examination in literature, history, current events and general information and in sight translation of one modern language which may be French, German, or Spanish, as preferred. Persons who have only a high school education are advised to apply for the junior course, as the senior examination presupposes college study.

Tuition and Expenses. The tuition fee for persons who have been residents of Los Angeles for one year or longer is $75, $5 being due as the registration fee, $35 in September and $35 in February. For non-residents the fee is $150, $5 registration, $70 in September and $75 in February. Upon notification of acceptance, each applicant is expected to remit the registration fee. In case of withdrawal of the applicant, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after the School opens. Students' expenses for books and stationery should not exceed $25; a few of the textbooks may be borrowed by students. An allowance of $25 must be made for library visiting trips, which includes Santa Barbara, San Diego, and other cities near Los Angeles.

Appointments. Positions are not guaranteed to graduates, but the demand for trained librarians exceeds the supply. The great variety of service given by the Public Library through its specialized departments and many branches gives opportunity for persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian and others his love of social service or executive ability. The beginning salary for senior attendants ranges from $110 to $125 a month, according to the applicants' individual education and experience.

Hours. The School does not give evening courses and does not conduct courses by correspondence. Students in the School are expected to be in the library from 9 to 5 daily, and from 9 to 12:30 on Saturdays. Two weeks of preliminary practice is required of applicants accepted for the senior course who have had no library experience. It should be distinctly understood that the course requires all the time of the student, who should not attempt any other study or work during the year. The School reserves the right to dismiss at any time during the year any student whose work is unsatisfactory or who seems unfitted for librarianship as a profession.

Information. Information about opportunities in different types of library work may be obtained at the Library School.

BOARD OF LIBRARY COMMISSIONERS

ORRA E. MONNETTE, *President*
FRANCIS J. CONATY, *Vice-President*
MRS. J. WELLS SMITH
MRS. OTTO J. ZAHN
E. N. MARTIN

CITY LIBRARIAN

EVERETT R. PERRY

LOS ANGELES PUBLIC LIBRARY
Founded in 1872
Central Building completed 1926

The

Library School

OF THE

LOS ANGELES PUBLIC LIBRARY

Established in 1891 as a
Training Class of the Los Angeles Public Library
Conducted since 1914 as
a Library School

CIRCULAR OF INFORMATION

1931-1932

Board of Library Commissioners
ORRA E. MONNETTE, President
FRANCIS J. CONATY, Vice-President
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MRS. OTTO J. ZAHN
E. N. MARTIN

City Librarian
EVERETT R. PERRY

1931

CALENDAR

1931-1932

SUBJECT TO CHANGE

1931

June 1-July 31	Junior attendant course
September 14	Senior course begins
November 2-7	Week of field practice
November 26-29	Thanksgiving holidays
December 21	Christmas recess begins

1932

January 4	Instruction begins
January 18-23	Examinations
January 25	Second semester begins
February 22	Washington's birthday
March 7-12	Week of field practice
March 14-19	Library visits
May 23-28	Week of final examinations
June 1-30	Month of field practice
June 11	Entrance examinations for Library School, 1932-1933

LIBRARY SCHOOL COMMITTEE

MRS. J. WELLS SMITH, *Commissioner, Los Angeles Public Library.*

MRS. OTTO J. ZAHN, *Commissioner, Los Angeles Public Library.*

EVERETT R. PERRY, A.B., B.L.S., *Librarian, Los Angeles Public Library.* (A.B. Harvard University, as of 1903; B.L.S. New York State Library School, 1903; Harvard University Library, 1903; St. Louis Public Library, 1903-04; New York Public Library, 1906-11; Librarian, Los Angeles Public Library, 1911-.)

FACULTY

FAITH E. SMITH, Ph. B., B.L.S., *Principal.* (Ph. B., Northwestern University, 1896; B.L.S., New York State Library School, 1921; Assistant, Northwestern University Library, 1892-98; Librarian, Sedalia, Mo., 1900-1907; Instructor, Chautauqua Summer Library School, 1907; Assistant to director of Training School for Children's Librarians, Pittsburgh, 1907-09; Director of Training Class, Chicago Public Library, 1910-17; in charge of Summer Library Course, University of California, 1912, 1915; Principal, School and Teachers' Department, Los Angeles Public Library, 1919-24; Librarian, Lange Library of Education, University of California, 1924-27; Principal, Philosophy and Religion Department, Los Angeles Public Library, 1927-29; Principal, Los Angeles Library School, 1929-.) *Lecturer in Art and Craft of Bookmaking, Children's Books, Library as a Profession, Government Publications.*

MRS. JESSIE WICKERSHAM LUTHER, Ph. M. (Ph. B., University of Wisconsin, 1926; Ph. M., University of Wisconsin, 1927; University of Wisconsin Library School, 1913; Librarian, Public Library, Antigo, Wisconsin, 1913-17; Acting Reference Librarian, Public Library, Calgary, Alberta, Canada, 1917-18; Reference Librarian, Public Library, Superior, Wisconsin, 1918-20; Reference Librarian and Instructor in Library Science, Kellogg Library, Kansas State Teachers' College of Emporia, 1920-25; Acting Assistant Professor of Library Science, Library School, Carnegie Library of Atlanta, 1927-28; Acting Assistant Professor of Library Science, University of Wisconsin Library School, 1928-29; Lecturer, Los Angeles Library School, 1929-.) *Lecturer in Cataloguing, Classification, Order Work and Trade Bibliography.*

LECTURER in Reference, Book Selection, and Subject-Bibliography, to be announced later.

REVISER, to be announced later.

ASSISTING INSTRUCTORS

GLADYS ENGLISH, *Principal of Work with Children, Los Angeles Public Library.* (Western Reserve University School of Library Science, 1917; Assistant Alameda County Free Library, 1915-16; Children's Librarian, East Cleveland Public Library, 1917-18; Head of School Department, Fresno County Free Library, 1918-21; Junior Assistant Berkeley Public Library, 1921-22; Head of Circulation, Mills College Library, 1922-23; County Librarian, Tuolumne County Free Library, 1923-24; Librarian, Piedmont High School Library, 1924-26; Librarian, American Library Association, 1926-27; Librarian, Piedmont High School Library, 1927-30; Instructor, University of Oregon Summer Library School, 1929; Principal of Department of Work with Children, 1930-.) *Instructor in Library Work with Children, Literature for Children, School Libraries.*

ROSEMARY EARNSHAW LIVSEY, *Principal Teachers' and Children's Department, Los Angeles Public Library.* (Los Angeles Library School, 1921; Children's Librarian, Central Ave. Branch, 1921-24; Main Children's Room, 1924-1926; Principal, Teachers' and Children's Dept., Los Angeles Public Library, 1926-.) *Instructor in Teaching the Use of Books and Libraries to School Classes.*

BLANCH L. UNTERKIRCHER, *Principal of Registration and Loan Department.* (University of Wisconsin Library School, 1910; Librarian, Marshfield Public Library, Marshfield, Wis., 1910-13; Librarian, Superior Public Library, Superior, Wis., 1913-21; Principal, Fiction Department, Los Angeles Public Library, 1922; Principal, Registration and Loan Department, 1922-.) *Instructor in Loan Administration.*

ALTHEA WARREN, Ph.B., *First Assistant Librarian, Los Angeles Public Library.* (Ph.B., University of Chicago, 1908; University of Wisconsin Library School, 1911; Branch Librarian, Chicago Public Library, 1911-12; Librarian of Sears-Roebuck & Company, 1912-14; Librarian of the San Diego Public Library, 1916-26; First Assistant Librarian, Los Angeles Public Library, 1926-.) *Instructor in Administration, Library Buildings.*

Lectures on various subjects were given by the following members of the Los Angeles Public Library staff during 1930-31: Mrs. Pauline F. Ames, Mary Alice Boyd, Gladys Caldwell, Bessie Carrick, Laura C. Cooley, Mrs. Rowena Evans Drake, Mrs. Doyne Elliott, Gladys English, Betsey Foye, Mrs. Hazel M. Francisco, Leora Griffin, Margaret Hickman, Mrs. Faith Holmes Hyers, Mrs. Anne F. Leidendeker, Rosemary E. Livsey, Dorothy Newton, Mrs. Ione M. Rider, Mrs. N. J. Shimer, Mildred Sowers, Mrs. Nell Steinmetz.

LECTURERS CONDUCTING COURSES

W. ELMO REAVIS, *Manager, Pacific Library Binding Company.* (State Normal School, Los Angeles, 1896; Instructor, Lahainaluna Manual Training School, Hawaii, 1896-98; Instructor, Los Angeles Public Schools, 1898-99; Principal, Lahainaluna School, 1899-1903; Instructor in Bookbinding, Los Angeles State Normal School, 1915-17; Instructor, Riverside Library Service School, 1914-; Instructor, Los Angeles Library School, 1913-.) *Instructor in Bookbinding.*

SPECIAL LECTURERS, 1930-1931

JASMINE BRITTON, *Librarian City School Library, Los Angeles.* City School Library.

ELIZABETH BURNELL, *Nature Study Dept., Los Angeles City Schools.* Nature Books for Boys and Girls.

ERNEST DAWSON, *Dawson's Bookshop, Los Angeles.* Rare Books.

MARGUERITE DUMONT, *Association Guillaume Bude, Paris.* Publishing in France.

MABEL GILLIS, *Librarian California State Library, Sacramento.* The State Library.

REV. THOMAS K. GORMAN, *Editor "The Tidings", Los Angeles.* Library of the Bolandists.

MARION HORTON, *Librarian Southwest Museum, Los Angeles.* Plantin Musee.

HELEN E. HAINES, *Lecturer, Los Angeles Public Library, Los Angeles.* Publishers (7 lectures).

DR. GRAHAM LAING, *California Institute of Technology, Pasadena.* Life, Literature and Economics: Commencement address.

DR. GERTRUDE LAWS, *California State Department of Education, Los Angeles.* Parental Education.

CATHERINE J. MORRISON, *State Teacher of Braille, California State Library.* Library Work with the Blind.

ROSE PURCELL, *Librarian Southern California Edison Library, Los Angeles.* Business Libraries.

FRANCES RICHARDSON, *Librarian, Fox Studios, Los Angeles.* Movie Libraries.

MRS. FRANCES CLARKE SAYERS, *Chicago.* Children's Literature and Story Telling (5 lectures).

MRS. J. WELLS SMITH, *Library Commissioner, Los Angeles Public Library.* A National Point of View in Library Work.

DR. W. A. SMITH, *Associate Professor of Education, University of California at Los Angeles.* Educational Literature.

MISS ALICE TYLER, *Dean Emerita Western Reserve University School of Library Science, Cleveland.* Personality.

DR. ELIZABETH L. WOODS, *Director Division of Psychology and Research, Los Angeles City Schools.* Child Psychology.

JAKE ZEITLIN, *Zeitlin Bookshop, Los Angeles.* Modern Book Presses.

HISTORY OF THE SCHOOL

The Library School of the Los Angeles Public Library is the outgrowth of a practical course of training for library workers conducted by the Los Angeles Public Library since 1891. The Los Angeles Public Library was one of the first American public libraries to establish a definite system of instruction within the library for its employees, and this system, first as an apprentice class, later as a more formal training class, continued unbroken for twenty-three years. While its primary purpose was to supply well-qualified attendants for its own staff, it became at the same time a source of supply to which many California libraries turned for librarians and assistants. In 1914 the training class system was reorganized, with a view to its development into a standard one-year library school course. This development has been steadily continued, the work strengthened, and the scope of the school expanded.

In 1918 it was admitted to the Association of American Library Schools. In 1926 it was accredited as a junior undergraduate library school by the Board of Education for Librarianship. Though the School prepares primarily for public library work, it offers lectures on various types of libraries, and since January 1930 it has been accredited by the California State Board of Education for school library positions.

PURPOSE

The Library School is a professional school, offering a one-year course of training to both men and women. In addition to the fundamental courses in library technique required in every library, special courses in cataloguing, reference, bibliography, children's work and branch administration may be elected by students with adequate preparation.

LIBRARIANSHIP AS A PROFESSION

The opportunities for librarians are many and varied. The development of libraries opens a wide field to persons interested in books and social service. With the increase in library opportunities there is also a growing recognition on the part of boards of trustees and civic and educational authorities that library work is a professional calling, and there is, consequently, a greater demand for library workers possessing definite technical qualifications.

The public library serves all the interests of the community:—lovers of books, professional men and women, clubs, city officials, foreigners, children. A wide knowledge of books, adaptability and ability to see the points of view of different persons are necessary in such a library. The special departments in a large library (book-buying, catalogue, reference, art, music, technology, documents, and circulation), give opportunity to different persons whose experience and personality have given them special qualifications for each kind of work. Some departments test the scholarship and accuracy of the librarian, and others his love of social service or executive ability. There is an increasing demand for children's librarians who understand child psychology as well as children's books, and for cataloguers, whose work requires precision and judgment, and brings them in touch with new currents of thought through contact with new books.

All persons engaged in library work find an enduring satisfaction in the knowledge of books that is a part of each day's work. No profession gives greater opportunity for service to the community and incidental personal development through daily contact with books and people.

ALUMNI ASSOCIATION

The Alumni Association of the Library School of the Los Angeles Public Library was formed in 1917 to bring the graduates of the training classes and the Library School together, in order to advance the interests of the School. The Alumni Newsletter, issued several times during the year, gives information about the graduates' work. The annual dues, together with contributions from friends of the School, form the Alumni Loan Fund. The Class of 1924 has established the Fairfield Loan Fund in memory of June Fairfield. The Fund has helped several students to complete the course. The Alumni Association gives fifty dollars a year to the School for special lecturers.

The officers elected to serve in 1931-32 are Miss Olive Sprong (1925), president; Mrs. Anna Marie Hook (1914), vice-president; Miss Charlotte Munson (1928), secretary-treasurer.

APPOINTMENTS TO POSITIONS

Salaries have increased until they are nearly comparable with those of teachers. In the Los Angeles Public Library many and varied opportunities are available each year, and the School desires to place as many students as possible in Los Angeles. Beginning salaries range from $1320 to $1800 a year.

As the number of students in the School is limited, only those should apply who wish to enter library work immediately after graduation, and who will consider themselves pledged to remain in library work for at least a year. The School reserves the right to dismiss those who marry after their applications have been accepted, or during the School course.

The Los Angeles Public Library relies upon graduates of the school to supply vacation absences of its staff during the summer vacation. Graduates are usually appointed to permanent positions immediately after completing the course, but if not, are urged to hold these substitute positions during the summer. A city ordinance requires that those holding positions in the Los Angeles Public Library shall be residents of the city. Students receive no compensation during the school year except for occasional substitute work.

LOS ANGELES AS A LIBRARY CENTER

Aside from its advantages in climate and beauty of surroundings, Los Angeles affords an admirable situation for a library school because of the variety and extent of library activities in the region of which it is the center. There are in Los Angeles County more than 100 public school and special libraries, exclusive of the branches of the county and city systems. Of this number 25 contain more than 10,000 volumes, 3 rank with the largest libraries of their type in the country. These are the Los Angeles County Free Library, with 160 branches and 590,000 volumes, the Los Angeles City School Library with more than 1,000,000 volumes, and the Los Angeles Public Library with 138 distributing agencies and more than one million volumes. Occidental College has 30,000, the University of Southern California about 100,000, and the University of California in Los Angeles, 111,000 volumes.

Near Los Angeles is one of the great world collections of rare books, the Henry E. Huntington Library, which is becoming a national research center for scholars and bibliographers.

Notable among the scientific and technical libraries are the Barlow Medical Library, the Southern California Edison Company Library in Los Angeles, the Mt. Wilson Solar Observatory Library, and the Norman Bridge Library of

Physics at the California Institute of Technology. Other special libraries are those of the Lasky Film Corporation, the Research Library of Universal Pictures Corporation, the Bank of America, and the Security First National Bank. The elementary school libraries of Long Beach, Los Angeles and Pasadena are well organized. In Los Angeles alone there are fifty-three junior high school and senior high school libraries, and throughout southern California high school libraries have been developed to a marked degree. Pasadena, South Pasadena, Alhambra, Pomona, Glendale, Long Beach, Santa Monica, and smaller cities have attractive public library buildings and well organized collections.

Well of the Scribes.

LOS ANGELES PUBLIC LIBRARY

Virtually all phases of public library work are represented in the Los Angeles Public Library system, which reaches out into every section of the city. This is the laboratory in which the students of the Library School find practical illustration of the technique and problems of the class room. The central library in which the school is quartered is housed in a modern beautifully equipped building completed in 1926. Its originality of design and practical plan, with provision for efficient service and growth, afford ideal opportunities for study of library development. The departments, Art and Music, Fiction, Foreign, History, Literature and Philology, Periodical and Newspaper, Philosophy and Religion, Science and Industry, Sociology, Teachers' and Children's, have specially planned reading rooms and adjacent stacks for book storage. The main library also serves as the administrative headquarters of the library system which gives extensive service through forty-nine branch libraries and eighty-nine stations. Through supervised practice in the specialized departments of the main library and in the branches of many different types, the students become familiar with the details of small library equipment and management as well as with the problems of a large city system.

LOCATION AND EQUIPMENT OF THE SCHOOL

The Library School occupies a suite of six rooms on the third floor of the central library building. The study room is the largest and most distinctive, with windows on the north and east, giving an abundance of light and air. Each student has a specially designed desk with drawers for notes and samples, while individual bookcases provide shelves for the necessary books. All the rooms are provided with wall shelving, and the lecture room is equipped with blackboards. A daylight projecting machine has been installed, which makes it possible to teach cataloguing more vividly, and to illustrate graphically such subjects as library buildings and evolution of the book. A typing room is

provided for the school typewriters. Near the school suite are the locker room, staff rest room, recreation room and lunch room.

The Library School collection includes books, periodicals, pamphlets and reference material used in class work. The large collection of the Library provides books for class examination. In its files of library publications and reports, and in bibliographical and library economy material, the School collection is fairly complete for recent years. It is carefully kept up-to-date for current material, and constant effort is made to extend and round it out, so that it may be developed into an adequate permanent reference collection, illustrating all phases of library activity.

CULTURAL OPPORTUNITIES AND RECREATION

Aside from a variety of library activities, Los Angeles offers many cultural and recreational advantages. A partial list of these include:

Music: Fortnightly concerts by the Los Angeles Philharmonic Orchestra; programs by famous musicians; chamber music and choral societies; spring and fall grand opera seasons.

Drama: The best in stage and screen productions; little theatres and community play houses; an active Drama League.

Galleries and Museums: The Southwest Museum specializing in the early history of the Southwest; Exposition Park Museum and Art Gallery; The Huntington Art Gallery; and many small galleries open to the public.

The Los Angeles Public Library sponsors a series of lectures on different subjects throughout the year, in the Lecture and Exhibits room. Exhibits of paintings and prints from prominent local organizations, displays of posters, photographs, textiles, the fifty books of the year chosen by the American Institute of Graphic Arts, and exhibits of similar subjects are open to patrons of the Library. Two series of lectures on books are given fortnightly. Lectures in foreign languages on foreign literature are given by professors in local universities. Lectures on philosophy are given by men of national reputation. Chamber music concerts are open to the public through the courtesy of Mrs Elizabeth Sprague Coolidge.

Good roads and trails, interurban trolleys, and the close proximity of ocean and mountain combine to bring life out-of-doors within the reach of busy people. Public parks, playgrounds, and picnic grounds are available throughout the year. The city also maintains a beautifully situated golf course.

REQUIREMENTS FOR ADMISSION

From the description of the possibilities of library work, given above, it is apparent that the professional course of study must build upon the foundation of a broad general education. Graduation from a college which is a member of the Association of American Universities is strongly advised. Those who wish to apply should send for an application blank.

Students are chosen, not according to the order of their applications, but on the basis of comparative qualifications in education, personality, and general fitness for library work.

AGE. Applicants must be over twenty and under thirty-five years of age except in the case of persons who have had considerable previous library experience.

EDUCATION. Applicants holding a degree from an approved college must present a record of their work, and must meet the other requirements of the

School in age, health and personal fitness for library work.

A very few students are admitted by examination, but only those are admitted to the examination who have had three years of college work or considerable library experience. The examination is given in June in order that the successful applicants may have time for the required reading and typewriting practice before school opens. The tests include history, literature, current events and general information, and a sight translation from one modern language.

Typical examination questions will be found on pages 19-22 of the Circular. In preparation, a careful review of general history and literature is recommended. A knowledge of current events in the fields of art, science, literature, politics and economics is necessary. This can be gained from a systematic reading of the best newspapers and magazines.

Applicants who live at a distance and find it impossible to come to Los Angeles, may arrange to take the examination in their local libraries on the same date. A fee of $5.00 is charged when the examination is taken outside of Los Angeles.

A Junior Attendants' course (described on page 18) is planned for those whose education is limited to graduation from high school.

HEALTH. Good health with freedom from serious physical defects or weakness is essential for success in library work. Each candidate is required to submit a statement from a physician or authorized practitioner certifying his ability to do continuous mental and physical work.

TYPEWRITING. Ability to use the typewriter is necessary in almost any library position, and is essential for satisfactory work in the School. Students must, therefore, be fairly proficient in typewriting before entering. A regular course in business college or high school, or under a private instructor, is recommended.

LIBRARY HANDWRITING. In spite of the increasing use of the typewriter some records must still be made by hand. Students are expected to practice the vertical or library hand before beginning the course. Sample alphabets will be sent to accepted applicants.

PRELIMINARY READING. It is desirable that every student shoud be reasonably familiar with the most notable literature of different countries and periods, through actual reading. An intimate acquaintance with certain books is an entrance requirement. A copy of the required reading list is sent to accepted applicants. Questions on these books are not included in the entrance examinations, but they are discussed during the year in the class in book selection.

PRELIMINARY PRACTICE. Two weeks of preliminary practice are required of applicants who have had no library experience. This may be arranged in the Los Angeles Public Library.

RECOMMENDED PREPARATION

College students who are planning to enter Library School after graduation are advised to include courses from the following groups in their college course:

English literature, especially surveys of English and American literature, and courses dealing with such literary types as the novel, the short story and the drama, in English and in foreign languages.

Composition and rhetoric and courses in literary appreciation and criticism.

Modern languages, French, German or Spanish. It is advisable to begin the study of one language in high school and continue for at least two years in college, and begin a second modern language in college.

Latin is an important basis for study of other languages.

History courses, *essential*. Ancient history, mediaeval and modern European history, the history of England and the United States are all necessary as a background for the study of literature. Familiarity with the history of the Far East is useful on the Pacific Coast.

Economics, sociology, political science.

Psychology, philosophy.

Educational methods, educational psychology.

Science—one or more of the following: Zoology, botany, physiology, physics, chemistry, geology.

Public speaking.

SEMESTERS AND HOURS

The school year is divided into two semesters. Students are admitted only at the opening of the Fall semester. Classes meet each morning of the week, including Saturday, from 9 to 12:30. Some classes meet in the afternoons, and students should plan to remain at the library from 9 to 5 every day except Saturday. The study or practice following each lecture varies with a minimum requirement of two hours study for each lecture. Students are expected to spend afternoons except Saturday in study, and some evening hours. During the weeks of practice, the hours will be adjusted to those of the library to which the student is assigned.

It should be distinctly understood that the course requires the entire time of the student, who should not engage in any other study or work during the year.

TUITION AND EXPENSES

The tuition fee for persons who have been residents of Los Angeles for one year or more is $75.00, $5.00 being due as the registration fee, $35.00 in September and $35.00 in February. For non-residents, the fee is $150.00, $5.00 registration, $70.00 due in September and $75.00 in February. Upon notification of acceptance, each applicant is expected to remit the registration fee. In case of withdrawal, the registration fee will be retained to cover the cost of correspondence, etc. No refund of tuition will be made if the student withdraws after school opens. The School reserves the right to ask a student to withdraw at any time during the year if it is deemed necessary.

Students' expense for books, stationery and other supplies need not exceed $35.00. An allowance of $25.00 must be made for library visits, which include trips to Santa Barbara, San Diego and other cities near Los Angeles. The necessary textbooks may be purchased at the School, and students should avail themselves of the opportunity to purchase professional publications at special rates. Each student should have a new copy of Miss Mudge's New Guide to reference books and should not use a second-hand copy.

A satisfactory room with breakfasts and dinners may be procured at rates varying from $45.00 to $60.00 a month. Addresses of rooms and boarding places are kept on file in the School.

Students should bring money with them in the form of bank draft, or of express or postal money order payable to themselves, as neither the School nor the Library has facilities for cashing personal checks.

COURSES OF STUDY

The courses of study may be designated as technical, bibliographical, administrative, and special, and are briefly outlined under these four group-headings. Naturally, this classification is a matter of convenience, rather than of exactitude, as many subjects are closely inter-related, and all library school instruction rests upon a single base—knowledge and use of books in daily life. A minimum of two hours of study and exercise work is required for each class period, and many of the courses demand much more than the minimum time for preparation.

OUTLINE OF COURSES

First Semester

Book selection	3
Children's books for the general worker	1
Reference	2
Bibliography	1
Cataloguing	2
Classification	1
Art and craft of bookmaking	2
Administration	1
Library as a profession	1
Library records	1
Required	15

Second Semester

Book selection	3
Reference	2
Trade bibliography	1
Cataloguing	2
Classification	1
Administration, including various types of libraries	1
Library as a profession	1
Field work and visits	2
Required	13

Elective

Administration of children's work and field work	1
Advanced cataloguing and classification	1
Children's books and story telling	1
Bibliography	1
Branch practice	1
Reference	1

Each student must choose two electives to make 15 credits the second semester.

BIBLIOGRAPHICAL COURSES

BOOK SELECTION. First and second semesters. 3 credits for each semester. *To be announced.*

Designed to familiarize the student with books and writers, their scope, qualities, and respective values in certain leading classes of literature, and with sources and aids in book selection in these classes; to define and analyze the principles underlying discriminating selection of books for library use; and to cultivate the power of judging books according to their value and suitability for different types of readers and libraries. Includes:

a. Principles of book selection in non-fiction (biography, history, travel, literature, sociology, popular science, fine arts, technology, religion and philosophy); analysis of broad classes of literature with consideration of edition, characteristics and tests of literary merit; study of standard and current aids and book reviewing publications; study and practice with annotation and evaluation; exercises in compilation of special lists, and study of editions and series desirable for library use.

b. Examination and discussion of current publications, class seminars on book reviews and reviewers, study and checking of *Publisher's Weekly,* with selection and discussion of books for libraries of special types, and visits to local book stores.

c. Principles of book selection in fiction, with special study of various types of fiction, including foreign fiction in translation. Among the problems considered are *books for young people,* and *censorship.*

REFERENCE WORK. First and second semesters, 2 credits for each semester. *To be announced.*

Principles of reference work and the selection and use of standard reference books, periodicals and periodical indexes. Exercises involving actual problems in the use of books follow each lecture and the results are discussed in class. Problems are given in the comparison of books in the same class and in the selection of reference tools for libraries of different sizes.

Public documents. Organization of government departments, description and exercises in the use of the most valuable government publications; indexes; methods of acquisition and arrangement. Includes also the brief study of state and city documents. *Second Semester. Miss Smith.*

Periodicals. Principles of selection of periodicals for general library use and description of the necessary records. Evaluation of periodicals in different fields by specialists. *First semester.*

BIBLIOGRAPHY. First and second semesters. 1 credit for each semester.

a. Subject bibliography. Study of the most important subject bibliographies, by means of examination and class discussion of their authority, arrangement, date and general value in different types of libraries, with practice in making reading lists and longer bibliographies. *To be announced.*

b. Book-trade bibliography. Lectures on historical development and practical problems designed to give a working knowledge of American, English and foreign trade publications. Methods of ordering books. *Mrs. Luther.*

ART AND CRAFT OF BOOKMAKING. First semester. 2 credits.

a. History of books and printing. Lectures on the origin and development of the book, the advent of printing, notable printers and modern presses. *Miss Smith and special lecturers.*

b. Bookbinding. Materials and processes used in library binding, specifications for binding, preparing books for the bindery, reinforcing, mending. Class periods are two hours, and include lectures, demonstrations, and practical work by students. Students who wish to bind books are given special instruction and are allowed to use the bindery. *Mr. Reavis.*

c. Book repair. Processes necessary in preparing books for circulation, mounting pictures and clippings, binding pamphlets, magazine covers, etc. Students are given actual practice in the art of mending. *Miss Carrick.*

TECHNICAL COURSES

CATALOGUING AND SUBJECT HEADINGS. First and second semesters. 2 credits for each semester. *Mrs. Luther.*

A study of the principles and methods of cataloguing a library. The course includes lectures, recitations, and practice work in dictionary cataloguing and alphabeting. Each lesson is followed by an exercise in actual cataloguing, the books used being selected to furnish illustrative examples of the rules given in class. The exercises are revised from sample cards and corrections discussed in class. The corrected cards are converted into sample dictionary catalogs, which are indexed to bring out examples of rules. The A. L. A. rules are followed with minor modifications. In studying subject headings, analytics, cross references, and the headings assigned specific books by the students are discussed.

CLASSIFICATION. First and second semesters. 1 credit for each semester. *Mrs. Luther.*

A discussion of the principles and history of classification and the systems evolved for various types of libraries. The Decimal classifcation, as the system in most general use, is the basis of the course, with briefer attention given to the Expansive and Library of Congress classifications. The study of book numbers is included in this course.

LIBRARY RECORDS. First semester. *Miss Smith.*

A study of the various sources from which books may be obtained, division of the book fund, discount, importations, methods of accessioning, records of serial publications, shelf-list records, inventory, withdrawals, and care of shelves. The routine of adding books to the library is summarized here, and problems in accessioning and shelf-listing given.

ADMINISTRATIVE COURSES

LIBRARY ORGANIZATION AND ADMINISTRATION. First and second semesters. 1 credit each semester. *Miss Warren and special lecturers.*

Sources of library funds, handling of library funds, relation of the librarian and the staff, functions of the library board, extension work, publicity, reports, statistics, printing and business methods.

LIBRARY BUILDINGS. Lectures and required reading on methods of planning and equipping library buildings, with discussion of the form and arrangement of rooms for various library departments and calculation of book capacity. Each student is required to make plans for a specified type of library. Second semester. *Miss Warren and Miss Foye.*

LOAN ADMINISTRATION. Charging systems, rules and regulations governing the circulation of books and registration of borrowers, reserves, fines, pay duplicates, deposits, dues, lost books and other problems connected with book circulation. First semester. *Miss Unterkircher.*

LIBRARY HISTORY AND PROGRESS. History of European and American libraries, the American library movement, library associations and periodicals, library extension. *Miss Smith and special lecturers.*

TEACHING THE USE OF BOOKS AND LIBRARIES. Lectures, observation, and practice in making outlines and giving instruction to classes from the schools, including both children and adult classes. Second semester. *Miss Livsey.*

LIBRARY AS A PROFESSION. Lectures and class discussion of the different aspects of library work, requirements in special fields, business, school, and college libraries, professional ethics and ideals, current library topics. *Miss Smith and special lecturers.*

LIBRARY VISITS. A week in the Spring is given to library visiting under the direction of the Principal. Visits are made to local libraries and to the larger libraries within a hundred and fifty miles of Los Angeles. Topics for special observation are assigned each student and results are reported in class.

SPECIAL COURSES

LIBRARY WORK WITH CHILDREN.

a. Children's books. Lectures with reading and discussion on the history of children's books, classics on which many children's books are based, aids in selection of books, and consideration of the most important books in the different classes. This is required of the entire class the first semester, one hour a week. *Miss Smith, and others.*

b. Children's books and story telling. An elective for those intending to be children's librarians. It will include more intensive study of children's books, the literature for story-telling, and its technique, with supervised story-hours. *Miss English, and others.*

c. Administration of children's work, and field work in children's rooms. An elective on administrative problems designed for those who wish to be children's librarians. Actual work in well supervised children's rooms with definite problems assigned. *Miss English, and others.*

ADVANCED CATALOGUING AND CLASSIFICATION.

Lectures and practice in cataloguing more difficult books, and books in foreign languages, with special emphasis on the use of bibliographical reference tools. Methods of re-classification and re-cataloguing, organization of the catalogue department, are discussed. *Mrs. Luther.*

ADVANCED REFERENCE WORK.

Students are given special instruction and practice in the use of music, art, history, or technology reference books and documents. *To be announced.*

ADVANCED SUBJECT BIBLIOGRAPHY.

Special opportunity is given for the practical use of bibliographical aids along lines best suited to the individual student. *To be announced.*

SPECIAL LECTURES

Each year short courses and single lectures are given by visiting librarians and specialists. These courses and specialists vary from year to year. See list on page 7.

PRACTICE WORK

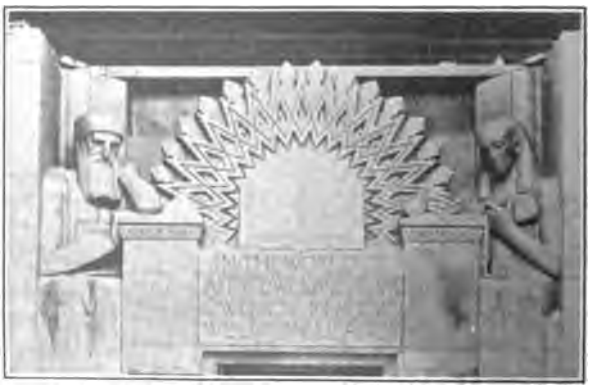
The month of June and two other periods of a week each, during the winter are devoted to supervised practice in various libraries. Experience is gained in technical routine and work with patrons of the library. Discussions of problems met follow each laboratory period. This work tests the ability of students confronted with actual conditions and illuminates much of the class work. No student is excused from this practice, for the variety of co-operating libraries is so marked that it is always possible to assign students to libraries where the experience is new to them.

JUNIOR ATTENDANTS' COURSE

A short course of two months training junior attendants for the Los Angeles Public Library is given by the Library School twice a year. The first month is devoted to lectures, problems, and practice in the simpler phases of library technique, and in the second month students are assigned to the catalogue, juvenile, registration and loan, and other central library departments and to the branches, for supervised practice.

Candidates for this course should be high school graduates between eighteen and thirty years of age and should be residents of Los Angeles. They should have some facility in using the typewriter. An efficiency examination will be given to test the applicant's general information and fitness for library work. A few are admitted who are recommended by libraries near Los Angeles.

The fee for the course is $10.00 for residents of Los Angeles, $25.00 for non-residents, payable the first week of school. No refund is made if the student fails to complete the course. No one should apply for admission to the class who does not intend to go into library work on completion of the course, and those who complete the course should feel themselves under obligation to work for at least one year, if their work is satisfactory.



The Writer — The Thinker.

SPECIMEN ENTRANCE EXAMINATION

NOT INCLUDING MODERN LANGUAGE TESTS

Literature

Match authors and titles of twenty of the following:

1. Plato	—Aneid
2. Virgil	—Doll's House
3. Chaucer	—Leaves of Grass
4. Ibsen	—On Friendship
5. Adams	—Nature of the Physical World
6. Whitman	—Adams Family
7. Paul de Kruif	—Story of Sigurd the Volsung
8. Jeans	—Orlando
9. Eddington	—Art of Thinking
10. William Morris	—Electra
11. E. A. Robinson	—How We Think
12. St. Paul	—Varieties of Religious Experience
13. Virginia Woolf	—Pippa Passes
14. John Dewey	—Blessed Damozel
15. Dimnet	—Montcalm and Wolfe
16. J. A. Symonds	—Morte d'Arthur
17. Sophocles	—Sartor Resartus
18. Cicero	—Ariel
19. William James	—Preface to Morals
20. Thomas Malory	—The Weavers
21. Adam Smith	—Stream of History
22. Thomas Carlyle	—Wealth of Nations
23. Hauptmann	—Tristram
24. Andre Maurois	—Letter to the Romans
25. Robert Browning	—Trial and Death of Socrates
26. Walter Lippman	—Canterbury Tales
27. Emil Ludwig	—Microbe Hunters
28. Francis Parkman	—Mysterious Universe
29. Rossetti	—Renaissance in Italy
30. Parsons	—Napoleon

3. Characterize five magazines with which you are familiar.

4-5. Explain sixteen of the allusions in the following quotation from Brooks' "Thread of English Road". Tell the type of writing done by each author mentioned, which you include in your choice.

"It is not folly that leads us to *Cheyne Row*, to the graveyard in *Stoke Poges*, or to that silent church on the *Avon* where the elms exult in quiet melody for the mighty dead—to *Abbotsford* where once lived the *Wizard of the North*, to the Temple window where *Goldsmith* worked, to the empty desk on *Gad's Hill*. I would walk reverently in the path of *Garrick* and *Johnson* down to London, and follow with bare head the youthful *Shakespeare* on his first adventure out of *Stratford* with the world dancing in his brain. I see *Massinger* in the aisles of *Southwark*, and at *Aldgate* among the patter of today I hear the ghostly step of *Chaucer*. I stand at *Battle Abbey* and watch the iron advance of Norman *William*. On an island of the *Thames*, where pleasure craft now are moored, I see *King John* with the *Magna Charta* ready for his reluctant pen; and on the hills that are roundabout I catch the rush of *Cromwell's* horse. On *Hampstead Heath* I listen to the song of *Keats* and trail it to his lodging, and on the *Strand* a slim black-coated figure rises in my brain—*Elia* released from the moldy books of *India House* for his chambers in the Temple. To an instructed fancy, if we tag him home, a kettle sings, and cups are heated on the hob for a merry gathering of friends who will sit till morning."

6-7. Give authors and titles of books on ten of the following subjects:

Popular Psychology	An anthology of poetry
Life of Lincoln	A book of verse by a modern author
Life of Roosevelt	A novel about Scandinavia
History of the United States	A novel about China
History of ancient Greece	A history of California
Church history	A novel about the Southwest
History of modern Europe	Exploration of the South Pole
Sociology	A translator of Homer's Odyssey
A recent play in book form	A translator of Plato's Dialogues

8. Define ten of the following forms of literature, and give an illustration of each:

Myth	Epic	Sonnet
Fable	Drama	Satire
Legend	Essay	Memoir
Folk tale	Lyric	Parody

9. Write a critical estimate of not less than 200 words of a modern author, and his work.

10. Fill in blanks opposite each of ten titles.

Title	*Author*	*Type of Literature*
Oregon Trail		
Ring and the Book		
Antigone		
Testament of Beauty		
Divine Comedy		
From Immigrant to Inventor		
My Brother's Face		
Universe Around Us		
All Quiet on the Western Front		
Good Companions		
Harp Weaver		
Elizabeth and Essex		
Alice in Wonderland		
Meaning of Culture		
Man of Property		

History and General Information

1-2. Tell in about 100 words for each the political conditions in five of the following countries:

Italy	France
Turkey	India
China	Nicaragua
Philippine Islands	Spain
Germany	Russia

3. Answer ten of the following:

1. Adolf Hitler is the leader of the _____ movement in _____.
2. Ortiz Rubio is _____ of _____.
3. The next World Disarmament Conference will meet at _____ in _____.
4. The 10th Olympiad will be held at _____ in _____.
5. The Pulitzer Prize for the best novel of 1930 was given to _____.
6. Chiang Kai-shek is _____ of _____.
7. The seat of government in Russia is at _____.
8. The capitol of Czechoslovakia is _____.
9. The next meeting of the League of Nations will be in _____ at _____.
10. The Simon Commission was appointed by the _____ government to study political relationships with _____.
11. The Louisiana Purchase was made during the administration of _____.
12. The Renaissance began in _____ in the _____ century.
13. Auguste Piccard ascended _____ miles in a _____.

4. What contribution has each of ten of the following made to thought, science or the arts, and in what century? Answer in a sentence or phrase for each.

Confucius	Francis Bacon	Johann Gutenberg
Plato	Isaac Newton	Richard Byrd
Aristotle	Voltaire	Albert Michelson
St. Thomas Aquinas	Immanuel Kant	Richard Wagner
Copernicus	Charles Darwin	

5. Write at least 200 words on the significant events of the Middle Ages

or

Write 200 words on conditions in England during the reign of Queen Elizabeth.

6-7. Define ten of the following:

Carpet-baggers	Gestalt-psychology	Humanism
Stratosphere	Behaviorism	Troubadours
Mugwomp	Bibliography	Hieroglyphics
U. S. S. R.	Impressionism	Young Plan

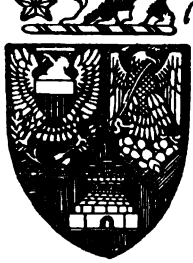
8. Name the architect, painter, musician or sculptor responsible for ten of the following:

The Thinker	Blue Boy
Mona Lisa	A famous statue of Lincoln
Flying Dutchman	Carmen
Dome of St. Peter's Cathedral	Madonna of the Chair
Messiah	Song of the Lark
New World Symphony	Descent from the Cross

9. Underline the correct word in ten of the following:

1. The Louvre is in London, New York, Shanghai, Paris.
2. A famous geologist was Linnaeus, William Beebe, Louis Agassiz, Albert Einstein.
3. The first great library was in Athens, Alexandria, Rome, Jerusalem.
4. The incandescent electric lamp was invented by Thomas Edison, Alexander Bell, Marconi, Benjamin Franklin.
5. The Andes are in Italy, Africa, China, South America.
6. The Pacific was discovered by Columbus, Balboa, Drake, Hudson.
7. The author of the Book of Proverbs was David, Paul, Solomon, Moses.
8. Philology is a study of music, language, stars, life.
9. Harvard University is in Boston, Cambridge, New York, Philadelphia.
10. The Acropolis is in Athens, Cairo, Bombay, Florence.
11. The apocrypha is a Greek temple, one of the Chinese gods, a part of the Septuagint Bible, an ancient monument.
12. Rosetta stone is in the Louvre, British Museum, Library of Congress, Chicago Art Institute.

10. Name five statesmen who are leading factors in present world history and give the nationality of each.



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LIBRARY SCHOOL

Los Angeles Public Library

DIRECTORY

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GRADUATES

1891-1932

Published by
ALUMNI ASSOCIATION
of the
LIBRARY SCHOOL
LOS ANGELES PUBLIC LIBRARY
1934

Library School
- and -
Training Classes

Los Angeles Public
Library

DIRECTORY OF GRADUATES

Published by
ALUMNI ASSOCIATION
of the
LIBRARY SCHOOL
LOS ANGELES PUBLIC LIBRARY
1934

Introduction

WHEN in June 1932 the Library School of the Los Angeles Public Library was discontinued, a distinguished record of forty-one years of library training was brought to a close. During twenty-three years as a training class and eighteen years as a standard one-year library school, 633 students were graduated. Of this number 343 are in varied fields of library service today, many holding positions of distinction; 10 are heads of municipal libraries, 7 of county libraries, 4 of college libraries, 4 of special libraries, 1 executive secretary of a library school, and 1 general assistant to A. L. A. Board of education for Librarianship; 61 are school librarians, 246 are in municipal libraries, 61 are children's librarians, 20 are in county libraries, 25 are in college and university libraries, 14 in business and special libraries, and 2 are in state libraries.

Though the school has closed its doors, its professional standards and ideals live on through the influence of the alumni in their many fields of professional service. In fostering these ideals and passing them on together with the record of years of worthy achievement when the school is transferred to a university, a closely united alumni association is essential.

A directory of all graduates of the school was determined upon as a means of maintaining this professional unity and funds were appropriated for its printing. This directory is more than an index of the alumni. It is an indication of forty-one years of outstanding service in training for the Library profession as well as a record of distinctive achievement on the part of the graduates.

ALUMNI ASSOCIATION
of the
LIBRARY SCHOOL
LOS ANGELES PUBLIC LIBRARY

OFFICERS, 1933-34

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Miss Elizabeth Williams . . . . . City School Library
1205 West Pico St., Tel. PRospect 6011

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Miss Frances Woodworth . . Angeles Mesa Branch Library
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530 So. Hope St., Tel. MUtual 5241

History of the Library School Los Angeles Public Library 1891-1932

The Los Angeles Public Library was one of the first public libraries in the United States to establish a definite system of instruction within the Library, for its employees, and this system, first as an apprentice class, later as a more formal training school, and since 1914, as a one-year library school, continued with unbroken record for forty-one years.

High lights in this record are interwoven with the leadership of many outstanding personalities, and the contributions of skilled faculty members, of lecturers and librarians too numerous to mention in this brief space, but whose professional enthusiasm and specialized knowledge added much to the many-sided and well-developed curriculum which was finally achieved.*

Beginnings of the School date back to 1891 when Miss Tessa Kelso (City Librarian 1891-1900) was instrumental in establishing the first training class, admitting six selected students to a six months' training course each year. A report of 1899 states that "four members of the class spent several days on the job of classifying and shelf-listing the Long Beach Public Library," as a part of their practice work.

The next step in development was carried on by Miss Mary L. Jones (City Librarian 1900-1905) who was a graduate of the New York State Library School, and who taught a number of classes in the School and encouraged staff members to attend. It is recorded that even at this date, "other libraries were requesting the services of the graduates, many of whom were winning distinguished places in the library world."

Under the librarianship of Mr. Charles F. Lummis (1905-1910) standards of entrance examination and selection of students were made more exacting, and new courses added.

It was during the period of librarianship of Mr. Everett R. Perry (1911-1933), however, that the most intensive development of the School was carried on. Mr. Perry appointed as principal of the training class in 1911, Miss Helen T. Kennedy, a graduate of the Library School of the University of Illinois and an instructor in Wisconsin Library School. Miss Kennedy enlarged and intensified the scope of instruction, drawing assistant lecturers from heads of library departments, including Miss Anna Beckley, Miss Grace White and Miss Gertrude Darlow.

When Miss Kennedy was placed in charge of branch libraries in 1913, the directorship of the Library School was taken over by Mrs. Theodora R. Brewitt, Wisconsin Library School graduate (now Librarian of Long Beach Public Library). Mrs. Brewitt in a term of five years built up a curriculum in line with the best standards of library training, increasing hours of study and practice work, lengthening lecture courses and adding one month to the school year. Among the successful innovations in the courses were: a class in current events conducted by the City Librarian, a course in library binding (which continued until the end of the School) conducted by W. Elmo Reavis,

*See faculty list, page 6, and also list of lecturers who have conducted courses, pages 6 and 7.

president of the Pacific Library Bindery, and a series of well-planned lectures on book selection and library history by Miss Helen E. Haines, former editor of the Library Journal and well known in the library and literary world. Miss Haines conducted additional courses in evaluation of fiction, in trade bibliography and in history of publishing houses. The many students who treasure the memory and inspiration of Miss Haines' lectures, look forward to the publication of her work on "Book Selection" in the near future, made possible by a grant from Columbia University. Other courses were added, including library administration, book-buying and work with children, and lectures were given by department heads on their specialized subjects.

In 1918 Miss Marion Horton, graduate of Stanford University and of New York State Library School was appointed as instructor, and shortly afterward, when Mrs. Brewitt resigned the directorship of the School, Miss Horton was made principal and continued in this position for ten years.

Intensive development in a balanced curriculum with additional instructors in specialized fields began under Miss Horton's directorship, raising the standards of entrance requirements, applying advanced methods of teaching, allying courses with the practical work of the library, and making an effort to attract young college women to library work. Short courses for clerical library aids were given once or twice yearly. The results of the improved curriculum were evident when the Board of Education for Librarianship of the American Library Association granted to the Library School the rank of an accredited junior undergraduate Library School, in the year 1926.

This year marks the beginning of a new epoch in the history of the School with its recognition as an accredited school, and with the removal of the Central Library and the School to the beautiful new Los Angeles Library building with spacious quarters for a school suite, including lecture, study and work rooms. Here students had the advantages of carrying on their reference work, and enjoying practice work with the most modern equipment.

In 1928 Miss Horton resigned as principal to become instructor in the School of Library Service of Columbia University, and she was succeeded by Miss Grace Hill, who had been instructor in the library training class of Kansas City and in the School of Library Science of Simmons College. In 1929, Miss Hill resigned to accept a position in the Kansas City Public Library and the direction of the School was taken over by Miss Faith E. Smith (a graduate of Northwestern University and of New York State Library School, and for a number of years member of the Los Angeles Library staff), under whose able administration the School continued until it was closed in 1932. For Miss Smith's support of Mr. Perry's efforts toward the transference and continuance of the Library School by a University in southern California, and her warm and active interest in Library School welfare, the Alumni owe her a debt of gratitude.

The last class was graduated in June, 1932, when, as a necessary economy measure the Los Angeles Library Board voted to discontinue the Library School, stating "This action was taken with profound regret, as the School, by virtue of its long record of efficient work in preparing for librarianship, has won an enviable name for itself."

Note

The Directory contains an alphabetical list of all graduates of the training classes and Library School of the Los Angeles Public Library. Cross reference from the maiden name to the married name has been made, and all addresses are given under the married name.

The Directory proper is followed by a list of graduates by classes, and also statistics giving a summary of the positions held.

A special feature is the addition of a faculty list with addresses and also a list of lecturers who have conducted courses.

All available means were used to trace alumni who had failed to keep the secretary of the Alumni Association informed of changes of address. A copy of the last News Letter was mailed to all of the alumni who could be reached through the official address list, together with a request for notice of change of address and help on a list of missing graduates. Some of the alumni could not be traced or did not respond to communications. Many of these have not been in touch with the Library School for years; a very small proportion are members of recent classes who may be assumed to have transferred their interests to other activities. The Alumni Association makes a constant effort to keep in touch with its graduates and what they are doing, and cooperation in this work is greatly appreciated.

In conclusion, acknowledgment should be made of the people who have aided in the preparation of this work: to Olive Sprong for her splendid efforts during the formative stages of the Directory, to Faith Smith, Helen Alexander, Faith Holmes Hyers, Elizabeth Williams, Marion Horton, Mary Alice Boyd, Bertha Marshall, Frances Woodworth, and to many other members of the Alumni Association who so admirably aided in making the publication of this Directory possible.

EUGENE C. MCKNIGHT, *Sec.-Treas. Alumni Association.*

Abbreviations

Assn.—association
Asst.—assistant
Attend.—attendant
Br.—branch
C. L. A.—clerical library aid
Cat.—catalog
Catlgr.—cataloger
Circ.—circulation
Dept.—department
Dir.—director
Div.—division
Educ.—education
F.—free
Jr.—junior
L.—library
Ln.—librarian
Mgr.—manager
P.—public
Ref.—reference
Sch.—school
Secy.—secretary
Sr.—senior
Stud.—student
Supr.—supervisor
Supt.—superintendent
T. C.—training class
Univ.—university

Members of the Faculty of the Library School 1914-1932

Mr. Everett R. Perry, 1914-1932 (Deceased)
(City Librarian, Los Angeles Public Library, 1911-1933).

Mrs. Theodora R. Brewitt, 1914-1918
Librarian Long Beach Public Library.

Miss Marion Horton, 1918-1928
Assistant, City School Library, Los Angeles.

Miss Grace Hill, 1928-1929
Head of Catalog Department, Kansas City Public Library.

Miss Faith E. Smith, 1929-1932
Sociology Department Librarian, Los Angeles Public Library.

Instructors

Miss Katherine Anderson
Instructor, School of Library Service, University of California, Berkeley, Calif.

Mrs. Jessie Chase Fenton (Mrs. Norman Fenton)
Claremont Colleges, Claremont, Calif.

Mrs. Alice Mooney Culler
1724 Grand St., Alhambra, Calif.

Miss Helen E. Haines
1175 N. Mentor Ave., Pasadena, Calif.

Miss Grace Hammond
Librarian, Lamanda Park Branch, Pasadena Public Library.

Miss Marion Horton
Assistant, City School Library, Los Angeles.

Miss Lucile Kelling
Assistant Professor of Library Science, University of North Carolina Library School, Chapel Hill, N. C.

Mrs. Arrington McPherron Leaf
1808 N. Kenmore Ave., Los Angeles

Mrs. Jessie Wickersham Luther
150 Elmwood Ave., Oshkosh, Wis.

Miss Helen Gladys Percy
Librarian, Paramount Studios, Hollywood, Calif.

Miss Elnora Smutzler
Librarian, Figueroa Branch, Los Angeles Public Library.

Mrs. Harriet Mather Taylor
Whittier, Calif.

Miss Lou Johnstone Ward
Art and Music Assistant Department Librarian, Los Angeles Public Library.

Miss Elizabeth Williams
Assistant Librarian, City School Library, Los Angeles.

Miss S. Metella Williams
Instructor Library School, University of Louisiana, Baton Rouge, La.

Lecturers Conducting Courses

Miss Elsie Baechtold,
Irving Trust Co., New York, N. Y.

Miss Alice A. Blanchard
Everyday Bookshop, Burlington, Vt.

Miss Jasmine Britton
Supervisor of Libraries, City Schools of Los Angeles.

Miss Zaidee Brown
Librarian, State Teachers College, Upper Montclair, N. J.

Miss Edith Clarke

Dr. George Watson Cole
Pasadena, Calif.

Miss Gertrude Darlow
823 Boston St., Los Angeles

Miss Jeannette M. Drake
Librarian, Pasadena Public Library.

Miss Gladys English
Work with Children Department Librarian, Los Angeles Public Library.

Miss Frances R. Foote
Catalog Department Librarian, Los Angeles Public Library.

Mr. Philip Goulding
Head of Catalog Department of the Library of the University of California at Los Angeles.

Miss Blanche Herzog,
Assistant Department Librarian, Inter-Library Loans, Los Angeles Public Library.

Mrs. Faith Holmes Hyers
Library Publicist, Los Angeles Public Library.

Mrs. Emilie Jackson
2516 W. 21st St., Los Angeles.

Miss Helen T. Kennedy
611 N. Belmont St., Los Angeles.

Miss Eva Leslie
500 S. Westmoreland, Los Angeles.

Miss Rosemary E. Livsey
Teachers' and Children's Department Librarian, Los Angeles Public Library.

Mrs. Gladys Case Miller
2051 Las Colinas, Los Angeles.

Mr. Sidney B. Mitchell
Director, School of Library Service, University of California, Berkeley, Calif.

Miss Anne M. Mulheron
Librarian, Portland Library Association, Portland, Oregon.

Mr. Albert C. Read
Order Department Librarian, Los Angeles Public Library.

Mr. W. Elmo Reavis
President, Pacific Library Bindery Co., Los Angeles.

Miss Faith E. Smith
Sociology Department Librarian, Los Angeles Public Library.

Miss Blanche Unterkircher
Registration Department Librarian, Los Angeles Public Library.

Miss Helen E. Vogelson
Librarian, Los Angeles County Public Library, Los Angeles.

Miss Althea Warren
City Librarian, Los Angeles Public Library.

Mr. Joseph I. Wheeler
Librarian, Enoch Pratt Free Library, Baltimore, Md.

Miss Grace White
3640 Carnation Ave., Los Angeles.

Honorary Members of the Alumni Association

Miss Mary L. Jones
1407 Garfield Ave., South Pasadena, Calif.

Mr. Everett R. Perry (Deceased).

Miss Helen E. Haines
1175 North Mentor Ave., Pasadena, Calif.

Miss Helen T. Kennedy
611 N. Belmont St., Los Angeles.

Mrs. Theodora R. Brewitt
Long Beach Public Library, Long Beach, Calif.

Miss Marion Horton
174 North Madison, Pasadena, Calif.

Miss Althea Warren
Los Angeles Public Library.

Miss Lucile Kelling
Library School, University of N. Carolina, Chapel Hill, N.C.

Miss Faith E. Smith
Los Angeles Public Library.

Mrs. Jessie Wickersham Luther
150 Elmwood Ave., Oshkosh, Wis.

Miss Katherine Anderson
Library School, University of Califomia, Berkeley, Calif.

Miss S. Metella Williams
Library School, University of Louisiana, Baton Rouge, La.

DIRECTORY OF GRADUATES

Library School and Training Classes

A

Abrahams, Vida K., 1920. *See* Martin, Mrs. George.
Adam, Viola, 1912 T. C. *See* Bogue, Mrs. Charles L.
Adams, Frances Louise, 1931. *See* Alderman, Mrs. Frank Edward.
Adams, Mrs. H. A. (Lila G. Dobell), 1921. Ln. Trinity Co. F. L., Weaverville, Calif.
Adams, Mrs. Kenneth (Hilda Frances Marsh), 1924. 727 Obispo Avenue, Long Beach, Calif.
Adams, Mrs. Kenneth M. (Hilda Brann), 1912 T. C. Ranchos De Taos, New Mexico.
Adler, Mrs. Sanford (Mary Louise Wieder), 1924. Box 734, Baker, Oregon.
Agan, Nell Letitia, 1932. *See* Wills, Mrs. Ernest.
Ainsworth, Mrs. Katherine, 1932. 1850 Phillips Way, Los Angeles, Calif.
Albee, Mrs. J. K. (Ruth Klahn), 1926. Ln. Roosevelt High School, Los Angeles, Calif.
Alber, Elise, 1911 T. C. 6500 Sunset Blvd., Los Angeles, Calif.
Alderman, Mrs. Frank Edward (Frances Louise Adams), 1931. 7414 South Figueroa St., Los Angeles, Calif.
Aldrich, Mrs. Helen (Seymour), 1920. *See* Connell, Mrs. Will.
Aldrich, Melissa, 1929. *See* Cassy, Mrs. James W.
Alexander, Mrs. Helen (Moore), 1920. Ln. History Dept. P. L., Los Angeles, Calif.
Amidon, Oak, 1922. Deceased.
Anderson, Edna Eleanor, 1915. Ln. Polytechnic High School, Long Beach, Calif.
Anderson, Mary, 1920. *See* Matheson, Mrs. Mary A.
Anderson, Mrs. R. R. (Dorothee Mirande), 1932. 268 S. Almont Drive, Beverly Hills, Calif.
Angell, Louise, 1904 T. C. *See* McCullough, Mrs. Louise A.
Applegate, Yetive, 1932. Ln. Science Dept. P. L., Los Angeles.
Ardagh, Mrs. N. A. (Eric Richmond), 1924. Terrace, British Columbia, Canada.
Armstrong, Elizabeth May, 1925. *See* Roper, Mrs. James Hunter.
Arnim, Mrs. W. L. (Edith Bell), 1906 T. C. 720 W. Acequia St., Visalia, Calif.
Arrants, Anne, 1925. Traveling Ln. City School Library, Los Angeles, Calif.
Arrington, Mrs. A. W. (Helen Coyner), 1920. Ln. Bret Harte Junior High School, Los Angeles, Calif.
Austin, Anna D., 1892 T. C. *See* Sinsabaugh, Mrs. George.
Axtell, Mrs. Hugh (Grace Sigler), 1913 T. C.

Ayres, Mrs. T. J. (Leah Crane), 1927. 1135 Stanyan St., San Francisco, Calif.

B

Badger, Ethelwyn H., 1921. Br. Ln. East Portland Br. Portland L. Assoc., Portland, Ore.
Bailey, Zita, 1909 T. C. 1118 So. Windsor Blvd., Los Angeles.
Baker, Gertrude A., 1898 T. C. *See* Phillips, Mrs. William H.

Baker, Margaret, 1922. *See* McCaughna, Mrs. H. S.
Balcom, Loreita M., 1925. *See* Campbell, Mrs. Loreita.
Ball, Katharine Fairchild, 1922. Ln. State Teachers' College, Santa Barbara, Calif.
Balzer, Mrs. Frank (Mary Harris), 1920. Mountain Lake, Minn.
Barager, Grace, 1907 T. C. *See* Newby, Mrs. L. C.
Barndollar, Gladys, 1915. Deceased.
Barnett, Mary Bernhardt, 1926; Ln. Whittier Elementary Sch., Long Beach, Calif.
Barrett, Dorothy F., 1908 T. C.

Barrows, Eleanor, 1926. *See* Vivion, Mrs. Melvin.
Bartlett, Mrs. David (Reba Richardson), 1921. Ln. Frank Wiggins Trade Sch., Los Angeles, Calif.
Bassett, Helen, 1910 T. C. *See* Gardner, Mrs. W. W.
Bates, Margaret Kathryn, 1932. Asst., Univ. of Southern California L., Los Angeles, Calif.
Bauer, Mrs. Carl (Ruth Dryden), 1930. Ln. Cahuenga Br. P. L., Los Angeles, Calif.
Beall, Miriam, 1929. Ln. Delano Union High Sch., Delano, Calif.
Bean, Mary Ramona, 1911 T. C. *See* McKee, Mrs. S. W.
Becker, Alma, 1928. *See* Fricke, Mrs. William.
Beckley, Anna, 1892 T. C. 636 South Burlington Ave., Los Angeles, Calif.
Beckley, Stella, 1899 T. C. Deceased.
Beeman, Mrs. Thomas (Anna Madison), 1899 T. C. Ln. University High Sch., West Los Angeles, Calif.
Belisario, Mrs. John (Frieda Sauber), 1926. 76 Darling Point Road, Darling Point, Sydney, Australia.
Bell, Edith, 1906 T. C. *See* Arnim, Mrs. W. L.
Bellinger, Mrs. Lola Belle, 1923. Head of Children's Department, P. L. Tacoma, Washington.
Bennett, Dorothy, 1925. 1129 Constance St., Pasadena, Calif.
Bennett, Mamie, 1896 T. C. *See* Kilgore, Mrs. Mamie B.
Benton, Kate P., 1930. Children's Ln. Van Nuys Br., P. L., Los Angeles, Calif.
Benz, Bessie, 1897 T. C. *See* Dwyer, Mrs. Bessie.
Berggren, Lucile, 1927. Ln. Benjamin Franklin Br., P. L., Los Angeles, Calif.
Bergman, Gertrude, 1927. Branch Ln. La Cienega Br., P. L., Los Angeles, Calif.
Bettersworth, Ruth, 1899 T. C. *See* Norcross, Mrs. H. F.
Betts, Mrs. Paul W. (Constance Gehman), 1930. Ln. John Muir Br., P. L., Los Angeles, Calif.
Bezoier, Mrs. Nellie, 1916. 1036 Lime Avenue, Long Beach, Calif.
Biddle, Marie, 1921. *See* Fink, Mrs. Marie B.
Bigford, Mrs. Robert (Jeannette Rideout), 1928. Ln. Teachers' and Children's Dept., P. L., Los Angeles, Calif.
Biggs, Helen, 1923. *See* Rand, Mrs. Irving.
Bird, Helen D., 1931. Circ. Dept., Fresno County Free L., Fresno, California.
Bischoff, Anna, 1926. *See* Hadley, Mrs. Earl.
Bishop, Ruth L., 1919. Asst. P. L., Santa Ana, Calif.
Blackburn, Lois, 1923. Ln. Covina High Sch., Covina, Calif.
Blanchard, Mae B., 1896 T. C. *See* Hibbard, Mrs. Duane.
Blanchard, Mrs. Warren (Elza Miller), 1918. 4262 Grand View Blvd., Culver City, Calif.
Bleasdale, Mrs. B. (Laura Hillis), 1902 T. C.

Blech, Mrs. George (Clara Hindle), 1899 T. C.

Bloomer, Margaret D., 1899 T. C. 2600 Wilshire Blvd., Los Angeles, Calif.
Boehme, Mrs. Eugene (Nora Miller), 1892 T. C. 138 Palisades Avenue, Santa Monica, Calif.
Bogue, Mrs. Charles L. (Viola Adam), 1912 T. C. 3855 San Rafael Ave., Los Angeles, Calif.
Bowen, Irmadean, 1927. 717 Fairmount Road, Burbank, Calif.
Bowler, Muriel, 1927. *See* Pickering, Mrs. William Hayward.
Bowler, Roberta, 1921. Br. Ln. Sidney Lanier Br., P. L., Los Angeles, Calif.
Boyd, Mary Alice, 1921. Dept. Ln. Adult Ed. Dept., P. L., Los Angeles, Calif.
Boynton, Elizabeth, 1915. Asst. P. L., Santa Monica, Calif.
Boynton, Mary L., 1904 T. C. Ln. Beverly Hills L., Beverly Hills, Calif.
Bradshaw, Mrs. W. Leonard (Doris Crump), 1921. 1516 Ross Street, Columbia, Missouri.
Brann, Hilda, 1912 T. C. *See* Adams, Mrs. Kenneth M.
Brenton, Mrs. Dorothy (Henderson), 1919. *See* Jamieson, Mrs. Natt F.
Bresette, Mrs. (Doris Langford), 1931. Ln. Registration Dept., P. L., Los Angeles, Calif.
Brewer, Mrs. Worth (Eva Hope Hendrix), 1923.

Bridge, Estelle, 1920. Asst. P. L., Fresno, Calif.
Brininstool, Mrs. F. M. (Edith Moore), 1893 T. C. 760 Holladay Road, Pasadena, Calif.
Brittan, Caroline, 1908 T. C. *See* Kellogg, Mrs. Karl B.
Broad, Mrs. Florence S., 1911 T. C. Deceased.
Brooke, Mrs. George Magruder (Lucille Harry Richards), 1924. c/o Naval Academy, Annapolis, Maryland.
Brown, Mrs. Charles D. (Helena Mae Richardson), 1927. 253 Monteray St., Dayton, Ohio.
Brown, Charlotte M., 1905 T. C. Ln. Emeritus University of Southern Calif., 4210 Denker Ave., Los Angeles, Calif.
Brown, Emma J., 1902 T. C. *See* Tappenier, Mrs. Albert.
Brown, Lily A., 1899 T. C.

Brown, Mrs. Ralph Phelps (Lucy Lay), 1909 T. C. Rockliffe Park, Ottawa, Canada.
Brown, Mrs. Saxon, 1916. Br. Ln. Hill Ave. Br., P. L., Pasadena, Calif.
Browning, Amanda Ellen, 1928. Br. Ln. East Side Br., P. L., Evansville, Indiana.
Burgess, Mrs. Charles Preston (Pauline Rutland), 1930. 772 Partridge Ave., Menlo Park, Calif.
Burk, Hazel, 1922. Chief, Circ. Dept., P. L., Evansville, Indiana.
Bulloch, Vivien, 1927. Catlgr. Fresno County Free L., Fresno, Calif.
Burns, Alice M., 1930. Ln. Moneta Br., P. L., Los Angeles, Calif.
Burns, Mrs. Grace L. (Grace Lewis), 1906 T. C.

Burns, Lillian W., 1905 T. C.

Burrell, Norma, 1908 T. C. *See* Dickenson, Mrs. Vincent C.
Burton, Ruth S. 1917.

Butcher, Mrs. Arthur (Helen Rice), 1921. 8947 Madison Ave., South Gate, California.
Butler, Geneva, 1927. Ln. P. L., Baker, Oregon.
Byrne, Clara M., 1920. Children's Ln., P. L., Pasadena, Calif.

C

Caldwell, Gladys, 1919. Dept. Ln. Art and Music Dept., P. L., Los Angeles, Calif.
Callahan, Mrs. Earl R. (Fonnie Victor Douden), 1924. Ln. P. L., Alamosa, Colorado.
Cameron, Marguerite Spencer, 1918. 1005 West 6th St., Los Angeles, Calif.
Campbell, Mrs. Loreita (Loreita M. Balcom), 1925. Children's Ln. Robert Louis Stevenson Br., P. L., Los Angeles, Calif.
Campbell, Susan, 1926. Sr. Asst. in charge of Intermediate Work, Circ. Dept., P. L., Pasadena, Calif.
Caples, Mary, 1920. *See* McGrady, Mrs. C. T.
Carmichael, Nancy Lee, 1930. Asst. High School Library, Fullerton, Calif.
Carr, Eunice, 1911 T. C. *See* Watkins, Mrs. Fred B.
Carrick, Ella, 1934. First Asst. Catlgr. Univ. of Oregon L., Eugent, Oregon.
Carson, Mrs. J. S. (Dorothy Lowder), 1928. 8839 Rosewood Ave., Los Angeles, Calif.
Carter, Mrs. Charles M. (Florence Robertson), 1923. Ln. Horace Mann Elementary Sch., Long Beach, Calif.
Carter, Mary Josephine, 1932. Children's Ln. Helen Hunt Jackson Br., P. L., Los Angeles, Calif..
Cartinhour, Betsy, 1932. Ln. Municipal Ref. L., P. L., Los Angeles, Calif.
Carwyle, Eloise, 1908 T. C. Carmel by the Sea, Calif.
Casaday, Mrs. Lauren (Ruth Peiffer), 1928. Asst. Br. Dept., Oakland F. L., Oakland, Calif.
Casey, Charlotte, 1903 T. C. *See* McNally, Mrs. Raymond A.
Cassidy, Miriam, 1927. *See* Myers, Mrs. George.
Cassy, Mrs. James W. (Melissa Aldrich), 1929. 4260 Second Avenue, Los Angeles, Calif.
Castro, Mrs. B. (Christine Clarke), 1896 T. C.

Cavanagh, Mrs. Jessie, 1913 T. C. Br. Ln., Felipe de Neve Br., P. L., Los Angeles, Calif.
Cavett, Mary Evelyn, 1929. *See* Dupree, Mrs. Mary C.
Chapman, Mrs. E. F. Gould (Ruth Davenport), 1924. 319 North Mansfield Avenue, Los Angeles, Calif.
Chase, Mrs. Amanda M. (Amanda Mathews), 1895 T. C. 4545 Marmion Way, Los Angeles, Calif.
Chase, George Everett, 1920. 2425 Earl Street, Los Angeles, Calif.
Chase, Jessie Mabel, 1913 T. C. *See* Fenton, Mrs. Norman.
Chase, Katherine, 1902 T. C. *See* Vallejo, Mrs. Enrique.
Chesney, Mrs. Heintz (Julia Dietsch), 1924. 26 Aragon Blvd., San Mateo, Calif.
Chiles, Margaret, 1923. *See* Waymire, Mrs. Frederick.
Chilson, Lessley J., 1931. 532½ W. 82nd St., Los Angeles, Calif.
Chisholm, Marguerite, 1927. *See* Hess, Mrs. Jesse W.
Christley, Lois, 1931. *See* Hofflich, Mrs. Lois C.
Chubbic, Elizabeth, 1924. Children's Ln. P. L., Long Beach, Calif.
Church, Margaret, 1927. *See* Sarff, Mrs. O. E.
Clark, Mrs. Anna M. (Anna McKindry), 1912 T. C.

Clark, Mrs. James Allen (Marion Kilgore), 1929. 1932 Taft Ave., Los Angeles, Calif.
Clark, Loretto, 1906 T. C. *See* McCourt, Mrs. John.
Clark, Thelma, 1929. *See* Jackman, Mrs. Charles W.
Cuthbert, Norma Barrett, 1925. Head Catlgr., Division of

Manuscripts, Huntington Library, San Marino, Calif.
Clarke, Christine, 1896 T. C. *See* Castro, Mrs. B.
Cleave, Jeannette, 1927. *See* Garrison, Mrs. L. L.
Clements, Alma Virginia, 1919. Ln. Temple Avenue Elementary Sch., Long Beach, Calif.
Clodfelter, Mrs. Prudence (Hawkins), 1927. Ln. Municipal Ref. L., P. L., Los Angeles, Calif.
Cochran, Martha, 1930. Ln. Museum of New Mexico, Santa Fe, New Mexico.
Cole, Mildred Barbara, 1924. Asst., Portland Library Association, Portland, Oregon.
Coleman, Mildred, 1929. 2845 Olive Street, Huntington Park, Calif.
Coleman, Shirley, 1903 T. C. 8537 Clifton Way, Beverly Hills, Calif.
Collins, Mrs. Ernest (Hilda Lawrence), 1929. Children's Ln. Lincoln Heights Br., P. L., Los Angeles, Calif.
Coman, Caryl, 1913 T. C. *See* Darnell, Mrs. Grover C.
Conant, Helene, 1920.

Condee, Mrs. Newcomb (Grace M. Lawrence), 1917. 2133 W. 85th St., Los Angeles, Calif.
Connell, Mrs. Will (Mrs. Helen Seymour Aldrich), 1920. Br. Ln. John Muir Br., P. L., Los Angeles, Calif.
Connolly, Mabel, 1913 T. C. *See* McClellan, Mrs. M. E.
Connor, Elizabeth, 1916. Ln. Mount Wilson Observatory L., 813 Santa Barbara St., Pasadena, Calif.
Cooley, Laura, 1905 T. C. Asst. Dept. Ln., History Dept., P. L., Los Angeles, Calif.
Coolidge, Frances Emily, 1921. 1501 Mar Vista Ave., Pasadena, Calif.
Coolidge, Grace, 1914. *See* Van Rossen, Mrs. W. J.
Cooper, Evelyn L., 1928. Sr. Asst. Ref. Div., Los Angeles County P. L., Los Angeles, Calif.
Cordelle, Mrs. Howard A. (Chesterine Gladstone), 1928. Ln. Fiction Dept., P. L., Los Angeles, Calif.
Cordes, Hilda M., 1908. *See* Warren, Mrs. W. H.

Cornwell, Kathryn C., 1931. Children's Ln. Belmont-Hawthorne Br., Portland L. Assoc., Portland, Oregon.
Cory, Mabel W., 1905 T. C. Ln. High Sch., San Pedro, California.
Coughlin, Ella, 1929. Ln. Sociology Dept., P. L., Los Angeles, Calif.
Cox, Genevieve, 1927. Br. Ln. Henry David Thoreau Br., P. L., Los Angeles, Calif.
Coy, Mabel, 1923. Ln. Woodrow Wilson Jr. High School, Pasadena, Calif.
Coyner, Helen, 1920. *See* Arrington, Mrs. A. W.
Craig, Irma A., 1930. Ln. Order Dept., P. L., Los Angeles, Calif.
Cramer, Mrs. Edwin (Jessie Young), 1896 T. C. 213 16th St., Santa Monica, Calif.
Crandall, Edith, 1922. Head Cir. Dept., City Sch. L., Los Angeles, Calif.
Crane, Leah, 1927. *See* Ayres, Mrs. T. J.
Crawford, Courtney, 1923. *See* Mortenson, Mrs. William.
Crawford, Doris, 1915. *See* Graham, Mrs. H. N.
Creighton, Jane B., 1898 T. C.

Cressaty, Margaret, 1930. Sr. Asst. P. L., Pasadena, Calif.
Cronk, Alberta, 1930. Asst. Central Circ. Div., P. L., New York, New York.

Crosby, Frances E., 1929. Readers' Advisory Dept. P. L., Long Beach, Calif.
Crow, Mrs. Raymond (Elizabeth Perry), 1908 T. C. 12 East Elgin St., Alhambra, Calif.
Crowe, Gladys, 1914. Br. Ln. Moneta Br., P. L., Los Angeles, Calif.
Crump, Doris, 1921. *See* Bradshaw, Mrs. W. Leonard.
Culler, Mrs. W. H. (Alice C. Mooney), 1923. 1724 W. Grand Ave., Alhambra, Calif.
Curtis, Teresa M., 1906 T. C. *See* Fulford, Mrs. Teresa M.
Cushing, Aileen, 1902 T. C. 334 West 27th St., Los Angeles, Calif.

D

Dambacher, Mrs. Gustav (Helen M. Rowland), 1916. Sonora, Calif.
Dancaster, Josephine, 1899. *See* McMartin, Mrs. J. C.
Daniels, Mary, 1930. Children's Ln. Watts Br., P. L., Los Angeles, Calif.
Danson, Elizabeth, 1930. *See* Smith, Mrs. Irving.
Darlow, Gertrude E., 1893 T. C. 823 Boston Street, Los Angeles, Calif.
Darnell, Mrs. Grover C. (Caryl Coman), 1913 T. C. Route No. 1, Box 70, Fullerton, Calif.
Davenport, Ruth, 1924. *See* Chapman, Mrs. E. F. Gould.
Davis, Mary Elizabeth, 1932. Asst., P. L., Coronado, Calif.
Day, Katherine, 1929. 2555 Virginia St., Berkeley, Calif.
Dearle, Dorothy H., 1931. *See* Keiser, Mrs. Donald.
De Frita, Mrs. D. C. (Lillian Reynolds), 1910 T. C. 905 W. 78th St., Los Angeles, Calif.
DeKlotz, Ruby, 1927. English and History Dept. Central Junior High School, Los Angeles, Calif.
Delaney, Mrs. Ruth (Adams), 1923. Puerte Pollensa, Island of Mallorca, Spain.
Detwiler, Mrs. Samuel R. (Susan Talmage), 1916. 29 Claremont Ave., New York City.
Deutschbein, Marie, 1916. *See* Gardner, Mrs. Henry Lawrence.
DeWitt, Mrs. Ralph Emerson (Isabelle Langille Park), 1918. Asst. Ln. Merced Co. F. L., Merced, Calif.
Dick, Helen, 1929. Ln. Catalog Dept., P. L., Los Angeles, Calif.
Dickenson, Mrs. Vincent (Norma Burrell), 1908 T. C. 2722 Haste St., Berkeley, Calif.
Diehl, Georgia Anton, 1919. Ln. P. L., South Pasadena, Calif.
Dietsch, Julia, 1924. *See* Chesney, Mrs. Heintz.
Dills, Clara B., 1905 T. C. Ln. San Mateo County F. L., Redwood City, Calif.
Dinsmoor, Marian, 1916. 1900 Kenwood Parkway, Minneapolis, Minn.
Doan, Jean, 1905 T. C. *See* Hodges, Mrs. Frank.
Dobbings, Dorothy, 1918. *See* Pratt, Mrs. John Murdock.
Dobell, Lila G., 1921. *See* Adams, Mrs. H. A.
Domers, Emma Rose, 1920. *See* Menninger, Mrs. Emma.
Domers, Margaret, 1926. Ln. Science and Industry Dept. P. L., Los Angeles, Calif.
Dorsey, Mrs. Mildred, 1930. Children's Ln. Teacher's and Children's Dept. P. L., Los Angeles, Calif.
Doty, Mabel E., 1923. Ln. Public Library, La Grande, Oregon.
Douden, Fonnie Victor, 1924. *See* Callahan, Mrs. Earl R.
Douglas, Mrs. John M. (Christine Watson), 1921. Ln. Balboa Beach, Calif.
Downes, Mrs. Alfred H. (Gertrude Gehman), 1922. Asst. Catlgr. City School L., Los Angeles, Calif.

Drake, Mrs. Rowena (Evans), 1927. Children's Ln. Wilshire Br. P. L., Los Angeles, Calif.
Dryden, Ruth, 1930. *See* Bauer, Mrs. Carl.
Dudley, Mary E., 1905 T. C. *See* Gillespie, Mrs. George.
Dunn, Mabel, 1893 T. C. Ln. Manual Arts High Sch., Los Angeles, Calif.
Dupree, Mrs. Mary C. (Mary Evelyn Cavett), 1929. Macon, Mississippi.
Durfee, Allene, 1929. Ln. Catalog Dept. P. L., Los Angeles, Calif.
Dwight, Reba, 1920. Br. Ln. Robert Louis Stevenson Br. P. L., Los Angeles, Calif.
Dwyer, Mrs. Bessie (Bessie Benz), 1897 T. C. 102 South Kenmore St., Los Angeles, Calif.

E

Earl, Anna, 1894 T. C. *See* Steddom, Mrs. F. W.
Eberhart, Rose, 1897 T. C. *See* Putman, Mrs. Arion.
Eddie, Iona Columba, 1916. *See* Finley, Mrs. Aubrey.
Efner, Roma G., 1925. *See* Vaughan, Mrs. T. O.
Eggleston, Mrs. Herbert (Elizabeth Ellsworth). 1017 Cumberland Rd., Glendale, Calif.
Eldridge, Lynlie, 1902 T. C. *See* Seymour, Mrs. Joseph.
Ellis, Victoria, 1899 T. C. 1155 Linda Vista Ave., Pasadena, Calif.
Ellsworth, Elizabeth, 1917. *See* Eggleston, Mrs. Herbert.
Emmons, Louise Wilbur, 1918. *See* Knudson, Mrs. C. Marston.
English, Mary F., 1895 T. C.

Engstrum, Dorothy Jane, 1926. *See* Rosen, Mrs. Dorothy Engstrum.
Enke, Mrs. Erma D., 1929. 1320 15th St., San Pedro, Calif.
Erdahl, Mrs. O. P. (Lieurena Cole Greenfield), 1919. Oakland, Calif.
Everett, Dorothea Sydon, 1932. Children's Ln. San Pedro Br. P. L., Los Angeles, Calif.
Everett, Jessie, 1913 T. C. *See* Loucks, Mrs. William.

F

Fagge, Ethelwyn, 1898 T. C. *See* Laurence, Mrs. Ethelwyn.
Fairchild, Edith, 1928. Ln. Science and Industry Dept. P. L., Los Angeles, Calif.
Fairfield, Juniata, 1924. Deceased.
Fasel, Florence, 1923. *See* Pitts, Mrs. F. S.
Fay, Edyth Ardis, 1932. Br. Ln. Tehachapi Br. Kern County F. L., Tehachapi, Calif.
Fenton, Mrs. Norman (Jessie Mabel Chase), 1913 T. C. Claremont, Calif.
Field, Helen, 1915. *See* Skillin, Mrs. H. B.
Fink, Mrs. Marie B. (Marie Biddle), 1921. Sr. Asst. Oakman Br. P. L., Detroit, Michigan.
Finley, Mrs. Aubrey (Iona Columba Eddie), 1916. 227 N. Park View St., Los Angeles, Calif.
Fischer, Mrs. Evangeline, 1927. Asst., P. L., Pasadena, Calif.
Fischer, Pauline E., 1928. Children's Ln. John C. Fremont Br. P. L., Los Angeles, Calif.
Fishback, Virginia, 1929. *See* Washington, Mrs. F. L.
Fitch, Pansy, 1913 T. C. *See* Powlinson, Mrs. Kenneth.

Fitzpatrick, Mrs. John E. (Betty R. Lord), 1916. 6612 Colgate Ave., Los Angeles, Calif.
Fleck, Mary, 1927. Asst., P. L., Long Beach, Calif.
Fleetwood, Mrs. Orville (Leona Shepherd), 1924. Ln. Maywood Br. Los Angeles County P. L., Los Angeles, Calif.
Flynn, Stella, 1898 T. C.

Folger, Katherine, 1921. Ln. Metropolitan High Sch., Los Angeles, Calif.
Foote, Frances R., 1904 T. C. Dept. Ln. Catalog Dept., P. L., Los Angeles, Calif.
Forbes, Mrs. Corrie Z. (Corrie Ziegler), 1915. Ln. Burbank High Sch., Burbank, Calif.
Ford, Mrs. Fletcher (Laura E. Rathwell), 1903 T. C. 420 S. Oxford St., Los Angeles, Calif.
Forst, Clara S., 1904 T. C. *See* Porteus, Mrs. William.
Fox, Daisy, 1892 T. C. 5442 Monroe St., Los Angeles, Calif.
Foye, Betsey M., 1907 T. C. Dept. Ln. in charge of Branches, P. L., Los Angeles, Calif.
Fraites, Mary, 1928. Children's Ln. Vernon Br. P. L., Los Angeles, Calif.
Francisco, Mrs. Cyrus P. (Mrs. Hazel Francisco), 1929. Children's Ln. Hollywood Br. P. L., Los Angeles, Calif.
Francisco, Mrs. Hazel, 1929. *See* Francisco, Mrs. Cyrus P.
Franklin, Bertha, 1917. 1624 Bank St., South Pasadena, Calif.
Frazier, Hubert, 1922. Dept. Ln. Shelf Dept. P. L., Los Angeles, Calif.
Frazier, Minerva M., 1903 T. C.

Freer, Helen, 1923. Asst. in Circ. Dept. P. L., Minneapolis, Minnesota.
Freeze, Mrs. Earle (Charlotte E. Munson), 1928. Children's Ln. Ivanhoe Room for Boys and Girls, P. L., Los Angeles, Calif.
Freeze, Janet H., 1922. *See* Hustvedt, Mrs. Sigurd.
Fricke, Christine M., 1905.

Fricke, Mrs. William (Alma Becker), 1928. 541 West Santa Barbara Ave., Los Angeles, Calif.
Frisby, Mrs. Leah R. (Leah R. Rigby), 1923. Ref. Ln. Univ. of Utah, Salt Lake City, Utah.
Fritz, Ida, 1929. Ln. Foreign Dept. P. L., Los Angeles, Calif.
Fulford, Mrs. Teresa M. (Teresa Curtis), 1906 T. C. Ln. Hamilton High Sch., Los Angeles, Calif.
Fuller, Anna Leora, 1930. Children's Ln. P. L., Pasadena, Calif.
Fuller, Helen Russell, 1927. Children's Ln. P. L., Long Beach, Calif.

G

Gadbois, Marjorie Deane, 1932. Asst. Los Angeles County P. L., Los Angeles, Calif.
Galantiere, Lewis H., 1915. Federal Reserve Bank, 33 Liberty St., New York City, New York.
Gang, Mildred, 1929. Children's Ln. Richard Henry Dana Br. P. L., Los Angeles.
Gardiner, Mrs. Blanche A. (Blanche A. Putnam), 1893 T. C. Br. Ln. Eagle Rock Br. P. L., Los Angeles, Calif.
Gardner, Mrs. Henry Lawrence (Marie Deutschbein), 1916. 543 North Gardner St., Los Angeles, Calif.
Gardner, Mrs. W. W. (Helen Basset), 1910 T. C.

Garnett, Carrie-Belle, 1914. *See* Jones, Mrs. Grover H.
Garrison, Mrs. L. L. (Jeannette Cleave), 1927. Bibliographical Asst. Claremont Colleges L., Claremont, Calif.
Gates, Cornelia, 1922. *See* Roys, Mrs. Walter M.
Gates, Doris, 1927. Head of Children's Dept. Fresno Co. F. L., Fresno, Calif.
Gebhardt, Mrs. H. A. (Mathilde Wack), 1912 T. C.

Gehman, Constance, 1930. *See* Betts, Mrs. Paul W.
Gehman, Gertrude, 1922. *See* Downes, Mrs. Alfred H.
Gilbert, Edith M., 1906 T. C. 2002 Oak St., South Pasadena, Calif.
Gillespie, Mrs. George (Mary E. Dudley), 1905 T. C. 655 Center Ave., Avalon, Pennsylvania.
Gilstrap, Cosby Louise, 1917. Ln. Alhambra High Sch., Alhambra, Calif.
Girton, Ruth Lurline, 1919. Head of Boys' and Girls' Dept. P. L., East Orange, New Jersey.
Gladstone, Chesterine, 1928. *See* Cordelle, Mrs. Howard Albert.
Glascock, Mrs. Frederick L. (Lillian Van Dyke), 1922. 915 North Rexford Drive, Beverly Hills, Calif.
Glass, Norma E., 1903 T. C. Deceased.
Glassey, Margaret F., 1917. Ln. Beverly Hills High Sch., Beverly Hills, Calif.
Glaszman, Ellen Louise, 1932. Children's Ln. Palms Br. P. L., Los Angeles, Calif.
Gleason, Pearl, 1894 T. C. *See* Smith, Mrs. Charles E.
Glenn, Gladys, 1916. *See* Zunser, Mrs. Joseph.
Goley, Mrs. Hunter (Marie Tollefson), 1909 T. C. 661 Landor Lane, Pasadena, Calif.
Goodell, Helen, 1911 T. C. Ln. U. S. Naval Training Station, San Diego, Calif.
Gooding, Mrs. John (Eleanor Gutzler), 1919. Hillcrest Ranch, Santa Paula, Calif.
Gordon, Jean, 1928. *See* Hall, Mrs. Vernon K.
Gould, Mrs. George (May Keach), 1896 T. C.

Goulding, Mrs. Grace M. (Grace Mackenzie), 1923. Mill Valley, Calif.
Graham, Geraldine, 1918. *See* Work, Mrs. George Armistead.
Graham, Mrs. H. N. (Doris Crawford), 1915. 221 West State St., Boise, Idaho.
Grassie, Marie. 1928. *See* McBurney, Mrs. George H.
Graves, Mrs. Eva L., 1928. 3327 Perlita Ave., Los Angeles, Calif.
Gray, Mrs. Marguerite C., 1932. C. L. A. Foreign Dept. P. L., Los Angeles, Calif.
Green, Mrs. Donald R. (Mabel Prentiss), 1895 T. C. Deceased.
Green, Faith Amy, 1919. Ref. Asst. P. L., Pasadena, Calif. Calif.
Greene, Inez, 1905 T. C. *See* Test, Mrs. Louis A.
Greene, Rosalind, 1917. *See* Minthorn, Mrs. Leonard.
Greenfield, Lieurena Cole, 1919. *See* Erdahl, Mrs. O. P.
Gregory, Marion Louise, 1918. Catlgr., P. L., Glendale, Calif.
Griffin, Leora Elton, 1919. Children's Ln. Pio Pico Br. P. L., Los Angeles, Calif.
Griffin, Margaret, 1930. *See* Van Dussen, Mrs. E. L.
Gross, Joyce Atlee, 1923. First Asst. Circ. Dept., Portland L. Assoc., Portland, Oregon.
Guedmann, Mrs. Reinhard F. (Josephine M. Jedofsky), 1905 T. C. 1545 Chelsea Road, San Marino, Calif.
Guiwits, Nettie M., 1911 T. C. Br. Ln. Memorial Br. P. L., Los Angeles, Calif.

Gullickson, Minnie F., 1914. *See* Miller, Mrs. Thomas S.
Gully, Florence Isabelle, 1932. 302 E. Sixth St., Corona, Calif.
Guthrie, Bertha, 1927. 1235½ West 6th St., Los Angeles, Calif.
Gutzler, Eleanor, 1919. *See* Gooding, Mrs. John.

H

Haass, Adalia, 1925. Ln. Sociology Dept. P. L., Los Angeles, Calif.
Hadley, Mrs. Earl (Anna Bischoff), 1926. Anaheim, Calif.
Hadley, Mrs. W. F. (Thelma Hopper), 1927. Children's Ln. Kauai County F. L., Lihue, Kauai, T. H.
Hall, Mrs. J. F. (Winifred E. Peters), 1903 T. C.
Hall, Mrs. Vernon K. (Jean Gordon), 1928. 1484 West Broadway. Vancouver, B. C., Canada.
Halstead, Mrs. S. T. (Clarissa Helene Hoskins), 1922. 5529 University Ave., Chicago, Ill.
Hamilton, Dorothy, 1926. Children's Ln. P. L., Palo Alto, Calif.
Hamilton, Helen Margaret, 1921. *See* Toy, Mrs. Ernest William.
Hammond, Grace A., 1916. Ln. Lamanda Park Br., Pasadena, Calif.
Hancock, Helen E., 1925. Asst. P. L., Pasadena, Calif.
Hand, Mabelle, 1895 T. C. *See* Hill, Mrs. Richard Armstrong.
Hanna, Gladys, 1917. Asst. P. L., Long Beach, Calif.
Hanson, Mrs. Burnett (Mary-Dorothy Metz), 1928. Ln. Fiction Dept. P. L., Los Angeles, Calif.
Harris, Mary, 1920. *See* Balzer, Mrs. Frank.
Harrison, Mrs. James DeArmond (Lucia Railsback), 1918. 440 26th St., Santa Monica, Calif.
Hart, Mary Gertrude, 1904 T. C. Asst. Br. Ln. Vermont Square Br. P. L., Los Angeles, Calif.
Hart, Veva L., 1911 T. C. *See* Powell, Mrs. Thomas.
Hartman, Fern, 1920. *See* Lyman, Mrs. Donald J.
Harwood, Evelyn, 1927. *See* Heras, Mrs. Antonio.
Hasse, Jessie, 1899 T. C. Deceased.
Hauser, Mrs. Walter U. (Irene Melgaard), 1922.

Haverland, Della, 1931. Lincoln Ln. State Teacher's College L., Santa Barbara, Calif.
Haverland, Stella, 1931. Asst. P. L., Santa Barbara, Calif.
Hay, Ruby, 1927. *See* Olmsted, Mrs. John W.
Hayes, Ruby, 1931. Children's Ln. Vermont Square Br. P. L., Los Angeles, Calif.
Hayman, Marian, 1920. *See* Tarr, Mrs. Donald Tolman.
Hays, Alice N., 1898 T. C. Ref. Ln. Stanford University L., Stanford University, Calif.
Hays, Mrs. Lorne C. (Frances Widick), 1928. Children's Ln. Angeles Mesa Br. P. L., Los Angeles, Calif.
Healton, Annice, 1921. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Healy, Mrs. Howard Raymond (Josephine C. Kenkel), 1926. Care Lt. H. R. Healy, 141 2nd St., Spa. View Heights, Annapolis, Maryland.
Heartwell, Lois, 1931. Children's Ln. P. L., Long Beach, Calif.
Heineman, Mary Irene, 1932. *See* Pauly, Mrs. Mary Heineman.
Henderson, Mrs. Theodore (Ruth Anna Staub), 1919.

Hendon, Mrs. Rebecca, 1931. 4454½ North Ave., San Diego, Calif.
Hendrix, Eva Hope, 1923. *See* Brewer, Mrs. Worth.
Henshaw, Francis, 1929. Asst. Head, Circ. Dept. Queensborough P. L., New York, N. Y.

Henshaw, Mrs. Francis (Marie Molnar), 1929. Patent Ln. Dupont Laboratories, Patents Division, Wilmington, Del.
Henssgen, Dorothy, 1931. Ln. History Dept. P. L., Los Angeles, Calif.
Heras, Mrs. Antonio (Evelyn Harwood), 1927. Care University of Southern California, Los Angeles, Calif.
Herrman, Josephine, 1928. Catlgr. Los Angeles Co. P. L., Los Angeles, Calif.
Hess, Mrs. Jesse W. (Marguerite Chisholm), 1927. Ln. David Starr Jordon High Sch., Watts, Calif.
Hessellberger, Henrietta, 1899 T. C.

Hibbard, Mrs. Duane (Mae B. Blanchard), 1896 T. C. 693 Aileen St., Oakland, Calif.
Hibbard, Mrs. John (Elsie W. Rogers), 1922. 901 N. Everett St., Glendale, Calif.
Hickenlooper, Elizabeth, 1932. Ln. Felipe de Neve Br. P. L., Los Angeles, Calif.
Hieber, Mary, 1910 T. C. Deceased.
Higginbotham, Mrs. A. L. (Marie Taylor), 1917. 831 Ralston St., Reno, Nev.
Higgins, Frances S., 1928. Children's Ln. Hyde Park Br. P. L., Los Angeles, Calif.
Hill, Dorothy E., 1926. Head Ref. Dept. P. L., Bellingham, Wash.
Hill, Mrs. Richard Armstrong (Mabelle Hand), 1895 T. C. 2641 West Adams Gardens, Los Angeles, Calif.
Hillis, Laura, 1902 T. C. *See* Bleasdale, Mrs. B.
Hilton, Katherine, 1903 T. C. *See* Wilson, Mrs. Edward S.
Hindle, Clara, 1899 T. C. *See* Blech, Mrs. George.
Hitt, Mrs. Monus V. (Hazel McClure), 1907 T. C. 1901 Riverview, Wilmington, Delaware.
Hixson, Mrs. Ella M. (Ella Muir), 1925. 322 West 68th St., Los Angeles, Calif.
Hoagland, Helen, 1922. *See* Jenney, Mrs. William Willis.
Hodges, Mrs. Frank (Jean Doan), 1905 T. C. Ln. Phineas Banning High School, Wilmington, Calif.
Hofflich, Mrs. Lois C. (Lois Christley), 1931. Sr. Attend. P. L., Oakland, Calif.
Hoffman, Hortense, 1930. Children's Ln. P. L., Long Beach, Calif.
Hoffman, Saide, 1920. Social Director Hebrew Orphanage, 22 Homewood Terrace, San Francisco, Calif.
Holliday, Mrs. Charles (B. Lucille Holliday), 1926. Br. Ln. Bret Hart Br. P. L., Los Angeles, Calif.
Holliday, B. Lucille, 1926. *See* Holliday, Mrs. Charles.
Hollingsworth, Josephine, 1913 T. C. Dept. Ln. Municipal Ref. L., P. L., Los Angeles, Calif.
Homer, Eleanor M., 1926. Asst. Ln. Junior College L., Pasadent, Calif.
Hook, Mrs. Anna-Marie (Anna-Marie Rusche), 1914. Br. Ln. Wilshire Br. P. L., Los Angeles, Calif.
Hopkins, Lorena C., 1924. Ln. Woodrow Wilson High Sch. and Jr. College L., Long Beach, Calif.
Hopkins, Mrs. Wade (Gertrude McLaughlin), 1918. Sr. Catlgr. Asst. Los Angeles Co. P. L., Los Angeles, Calif.
Hopper, Thelma, 1927. *See* Hadley, Mrs. W. F.
Horgan, Georgia, 1894 T. C. Deceased.
Hoskins, Clarissa Helene, 1922. *See* Halstead, Mrs. S. T.
Hoskins, Maria Charlotta, 1925. Children's Ln. P. L., Wailuku, Maui, T. H.
Hoskins, Dr. Samuel B., 1927. Catlgr. Maui Co. F. L., Wailuku, Maui, T. H.

Hossack, Mrs. Joyce, 1931. 1326 Amherst Ave., Los Angeles, Calif.
Hotchkiss, Betty Belle, 1905 T. C. 1620 S. Maple Ave., Los Angeles, Calif.
Hout, Miss Frank Helm, 1918. Oregon State Printing Office, Salem, Ore.
Hrubesky, Lilian May, 1923. Ln. John Adams Jr. High Sch., Los Angeles, Calif.
Hubbart, Edith, 1924. Ln. Union High Sch., 918 Palm Ave., Huntington Beach, Calif.
Huddleston, Jean, 1914. *See* Wiede, Mrs. Richard.
Huffman, Mrs. C. C. (Margaret Leslie May), 1924. 4610 Mount Eagle St., Los Angeles, Calif.
Hulberg, Mabel Sarah, 1922. *See* Kennedy, Mrs. Robert S.
Hummel, Viola H., 1932. Ln. Science and Industry Dept. P. L., Los Angeles, Calif.
Hunter, Mrs. Allen (Elizabeth Walker), 1916. 4609 Prospect Ave., Los Angeles, Calif.
Hustvedt, Mrs. Sigurd (Janet H. Freeze), 1922. 2418 Valentine Dr., Los Angeles, Calif.
Hveem, Mrs. Francis (Evelyn Rees), 1930. Sacramento, Calif.
Hyers, Mrs. Faith (Holmes), 1925. L. Publicist P. L., Los Angeles, Calif.

I

Imhoff, Myrtie V., 1924. Ln. Roosevelt Jr. High Sch., San Diego, Calif.
Iredell, Helen, 1925. Ln. Woodrow Wilson High Sch., Long Beach, Calif.
Irvine, Mrs. James (Gladys Julia Knowlton), 1918. 859 Garfield Ave., South Pasadena, Calif.

J

Jackman, Mrs. Charles (Thelma Clark), 1929. Ln. Municipal Ref. L., P. L., Los Angeles, Calif.
Jackson, Mrs. Emilie (Tobitt), 1899 T. C. 2516 West 21st St., Los Angeles, Calif.
Jacobus, Sarah Mira, 1897 T. C. Ln. P. L., Pomona, Calif.
Jamieson, Mrs. Natt. (Mrs. Dorothy Henderson Brenton), 1919. Torrance, Calif.
Janssen, Leora, 1924. *See* Munster, Mrs. Ernest.
Jedofsky, Josephine M., 1905 T. C. *See* Guedmann, Mrs. Reinhard F.
Jenkins, Anna, 1893 T. C. Deceased.
Jenks, Helen Bawden, 1932. Willowbrook, Calif.
Jenner, Louise, 1924. *See* Lang, Mrs. James
Jenney, Mrs. William Willis (Helen Hoagland), 1922. 2935 Vista, Long Beach, Calif.
Jepson, Beatrice W., 1928. 1326 Third Ave., San Francisco, Calif.
Johnson, Mrs. Alfred William (Elise Handcock Robson), 1925. Ln. Thomas Starr King Jr. High Sch., Los Angeles, Calif.
Johnson, Clara W., 1905 T. C.
Johnson, Mary Agnes, 1893 T. C. 1816 S. Bronson Ave., Los Angeles, Calif.
Jones, Eleanor B., 1908 T. C. Deceased.
Jones, Elizabeth D., 1900 T. C. 1407 Garfield Ave., South Pasadena, Calif.

Jones, Mrs. Grover H. (Carrie-Belle Garnett), 1914. 5410 La Branch St., Houston, Texas.
Julian, Mrs. Reginald (Elizabeth Olmstead), 1928. 1830 S. Sycamore Ave., Los Angeles, Calif.

K

Kahl, Mrs. R. W. (Geraldine Shipley), 1918. 2592 Highview, Altadena, Calif.
Kane, Bertha, 1898 T. C. *See* Kingsbury, Mrs. Bertha K.
Keach, May, 1896 T. C. *See* Gould, Mrs. George.
Keating, Mrs. Adele (Gray), 1922. *See* Keating, Mrs. Arthur George.
Keating, Mrs. Arthur George (Mrs. Adele Gray Keating), 1922. Talmadge Apartments, 3279 Wilshire Blvd., Los Angeles, Calif.
Keefer, Mrs. George (Elizabeth Logan), 1931. L. Clerk Belmont High Sch., Los Angeles, Calif.
Keiser, Mrs. Donald (Dorothy H. Dearle), 1931. Children's Ln. Mark Twain Br. P. L., Los Angeles, Calif.
Keith, Mrs. S. Z. (Esther Whyman), 1925. 1204 Scott St., Graingerville, Idaho.
Kellogg, Mrs. Karl B. (Caroline Brittan), 1908 T. C. 43 Orchard Road, Tacoma, Wash.
Kelly, Genevieve, 1918. Asst. State Teacher's College L., San Diego, Calif.
Kenkel, Josephine C., 1926. *See* Healy, Mrs. Howard Raymond.
Kennedy, Mrs. Robert S. (Mabel Sarah Hulberg), 1922. Ln. McKinley Jr. High Sch., Pasadena, Calif.
Keyes, Mrs. Robert A. (Sidney Anne McClees), 1918. Fellows, Calif.
Kilgore, Mrs. Mamie B. (Mamie Bennett), 1896 T. C. Ln. John C. Fremont Br. P. L., Los Angeles, Calif.
Kilgore, Marion, 1929. *See* Clark, Mrs. James Allen.
King, Corinne, 1899 T. C.

King, Mrs. L. B. (Marion Skinner Warren), 1919. Covina, Calif.
Kingsbury, Mrs. Bertha K. (Bertha Kane), 1898 T. C.

Kingsley, Mrs. Florence K., 1922. Ln. Claremont P. L., Claremont, New Hampshire.
Kingsley, Leila K., 1892 T. C. *See* Wern, Mrs. Leila K.
Klahn, Ruth, 1926. *See* Albee, Mrs. J. K.
Klasgye, Maud N., 1928. Ln. Addams Elementary Sch. L., Long Beach, Calif.
Kleinpell, Irma E., 1931. Children's Ln. Sidney Lanier Br. P. L., Los Angeles, Calif.
Knoff, Doris, 1930. *See* Van Houten, Mrs. Doris Knoff.
Knowlton, Gladys Julia, 1918. *See* Irvine, Mrs. James.
Knudson, Mrs. C. Marston (Louise Wilbur Emmons), 1918. Children's Ln. West Los Angeles Br., P. L., Los Angeles, Calif.
Koethen, Wilhelmina, 1931. 4191 Ramona Drive, Riverside, Calif.
Krause, Florence M., 1911 T. C. *See* Smiley, Mrs. Frank J.
Kreager, Mrs. Florence (Kratka), 1925. 3625 Lemon Ave., Long Beach, Calif.
Kuhns, Jane, 1928. *See* Wackwitz, Mrs. Albert L.

L

La Gue, Val Aurora, 1909 T. C. Asst. Olive View Sanatorium Br. L. Los Angeles Co. P. L., Olive View, Calif.

Landram, Elizabeth, 1931. Ln. Adult Education Dept. P. L., Los Angeles, Calif.

Lang, Mrs. James (Louise Jenner), 1924. 201 S. Main St., Elkhart, Indiana.

Langford, Doris, 1931. *See* Bresette, Mrs.

Laurence, Mrs. Ethelwyn (Ethelwyn Fagge), 1898 T. C. Ln. Los Angeles High Sch., Los Angeles, Calif.

Lawrence, Grace, 1917. *See* Condee, Mrs. Newcomb.

Lawrence, Hilda, 1929. *See* Collins, Mrs. Ernest.

Lawrence, Marion, 1927. Asst. Circ. Dept. Portland L. Assoc., Portland, Oregon.

Lawrence, Mary Elizabeth, 1929. Ln. Hyde Park Br. P. L., Los Angeles, Calif.

Lay, Lucy, 1909 T. C. *See* Brown, Mrs. Ralph Phelps.

Leaf, Mrs. Edward Glenn (Arnie McPherron), 1917. 1808 North Kenmore Ave., Los Angeles, Calif.

Lee, Chang C., 1923. Ln. Honan Univ. L., Kaifeng, Honan, China.

Lee, Emma B., 1912 T. C. 2104 Highland Ave., Los Angeles, Calif.

Lehman, Dorothy, 1929. Ln. Kawananokoa Experimental Sch., Honolulu, T. H.

Leonard, Dorothy M., 1929. *See* Petersen, Mrs. Gerner.

Leone, Mrs. James (Ruth Roberts), 1931. 613 N. Hayworth St., Los Angeles, Calif.

Levenson, Mrs. Max (Hilda Rothstein), 1931. Ln. Annandale Br. P. L., Los Angeles, Calif.

Lewis, Grace, 1906 T. C. *See* Burns, Mrs. Grace L.

Lindsey, Lillian, 1912 T. C. 401 Wapping St., Frankfort, Ky.

Linneman, Lorna, 1930. *See* Tilton, Mrs. Horace T.

Littlejohn, Lulu L., 1914. Head Order Dept. P. L., Pasadena, Calif.

Livingston, Margaret E., 1917. Deceased.

Livsey, Rosemary Earnshaw, 1921. Dept. Ln. Teach. and Child. Dept. P. L., Los Angeles, Calif.

Locklin, Mrs. Curtis (Edith Wheat), 1903 T. C. Ln. Polytechnic High Sch., Los Angeles, Calif.

Locklin, Lillian R., 1926. Children's Ln. Eagle Rock Br. P. L., Los Angeles, Calif.

Logan, Elizabeth, 1931. *See* Keefer, Mrs. George.

Long, Anna, 1898 T. C. *See* Vickrey, Mrs. Kathryn.

Long, Ethel, 1923. Ln. Woodrow Wilson Jr. High Sch., San Diego, Calif.

Long, Mary O., 1927. *See* Nourse, Mrs. Louis M.

Lord, Betty R., 1916. *See* Fitzpatrick, Mrs. John E.

Loucks, Mrs. William (Jessie Everett), 1913 T. C. 537a North Adams St., Glendale, Calif.

Lowder, Dorothy, 1928. *See* Carson, Mrs. J. S.

Lucas, Mrs. Henry Stephen (Edna Stonebrook), 1921. Care Univ. of Washington, Seattle, Wash.

Luckham, Helen, 1926. Ln. Hollywood Br. P. L., Los Angeles, Calif.

Ludwig, Mrs. Helen, 1929. Children's Ln. Arroyo Seco Br. P. L., Los Angeles, Calif.

Lunn, Mabel E., 1921. Ln. Cat. Dept. P. L., Los Angeles, Calif.

Lyman, Mrs. Donald (Fern Hartman), 1920. 3730 Corta Calle, Pasadena, Calif.

M

McBurney, Mrs. George H. (Marie Grassie), 1928. 2093 Mar Vista Ave., Pasadena, Calif.
McCain, Geneva, 1926. 3662 Polk Ave., East San Diego, Calif.
McCarthy, Alice, 1927. Children's L. Washington Irving Br. P. L., Los Angeles, Calif.
McCaughna, Mrs. H. S. (Margaret Baker), 1922. Asst. Ln. Jr. College L., Pasadena, Calif.
McClany, Mary M., 1906 T. C.

McClees, Sidney Anne, 1918. *See* Keyes, Mrs. Robert A.
McClellan, Mrs. M. E. (Mabel Connolly), 1913 T. C.

McClure, Hazel, 1907 T. C. *See* Hitt, Mrs. Monus V.
McCormick, Elsie, 1921. *See* Puntenney, Mrs. Max.
McCourt, Mrs. John T. (Loretto Clark), 1906 T. C. Ln. Polytechnic Evening High Sch., Los Angeles, Calif.
McCrea, Mary Helen, 1924. Ln. Lewis and Clark High Sch., Spokane, Wash.
McCullough, Mrs. Louise A. (Louise Angell), 1904 T. C.

McDonald, Helen Camp, 1918. *See* Wilkins, Mrs. Glenn.
Macdonell, Heloise, 1913 T. C. 4709 Dockweiler St., Los Angeles, Calif.
McDowell, Pearl, 1921. Catlgr. Ventura Co. F. L., Ventura, Calif.
MacFarlane, Kathryn, 1923. *See* Thompson, Mrs. Robt. Russell.
MacGowan, Margaret, 1925. Asst. Ln. Los Angeles Jr. College, Los Angeles, Calif.
McGrady, Mrs. C. T. (Mary Caples), 1920.

McGrew, Marcia, 1932. Ln. Robert Louis Stevenson Br. P. L., Los Angeles, Calif.
McKee, Mrs. S. W. (Mary Ramona Bean), 1911 T. C. 306 Loma Drive, Los Angeles, Calif.
Mackenzie, Grace, 1923. *See* Goulding, Mrs. Grace M.
McKindry, Anna, 1912 T. C. *See* Clark, Mrs. Anna M.
McKnight, Eugene C., 1932. Ln. History Dept. P. L., Los Angeles, Calif.
McLaughlin, Gertrude, 1918. *See* Hopkins, Mrs. Wade.
McLaughlin, Mrs. James B. (Dora Mason), 1898 T. C. 4738 North Rosemont, La Crescenta, Calif.
Macloskey, Florence H., 1915. Ln. Robert Louis Stevenson Jr. High Sch., Los Angeles, Calif.
McMartin, Mrs. J. C. (Josephine Dancaster), 1899 T. C.

McMonagle, Isabelle, 1928. *See* Roberts, Mrs. Isabelle M.
McMurry, Sadie Elizabeth, 1926. Sr. Asst. Cat. Dept. L. Univ. Calif. at Los Angeles, Calif.
McNally, Mrs. Raymond A. (Charlotte Casey), 1903 T. C. 5432 Edgewood Ave., Los Angeles, Calif.
McPherron, Arnie, 1917. *See* Leaf, Mrs. Edward Glenn.
McWhorter, Doris, 1926. *See* Shepard, Mrs. John B.
Madison, Anna, 1899 T. C. *See* Beeman, Mrs. Thomas.
Madison, Mrs. Elizabeth S. (Elizabeth B. Syle), 1907 T. C. Director Sch. Libraries, Oakland, Calif.
Marks, Marguerite, 1927. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Marlborough, Mrs. Beatrice, 1929.

Marrack, Harriet, 1930. Ln. Philosophy and Religion Dept. P. L., Los Angeles, Calif.
Marsh, Hilda Frances, 1924. *See* Adams, Mrs. Kenneth.

Marsh, Linnie, 1912 T. C. *See* Wolfe, Mrs. Roy N.
Marshall, Bertha, 1927. Ln. Adult Education Dept. P. L., Los Angeles, Calif.
Marshall, Mrs. Stanley (Rhoda Williams), 1914. Dept. Ln. Fiction Dept. P. L., Los Angeles, Calif.
Marston, Mrs. Alice W. (Alice Welch), 1924. Ln. Lincoln High Sch., Portland, Ore.
Martin, Mrs. George (Vida K. Abrahams), 1920. Ln. Cat. Dept. L. A. Co. P. L., 204 N. Broadway, Los Angeles, Calif.
Martin, Laura Katherine, 1925. Traveling Ln. Long Beach P. Schs., Long Beach, Calif.
Mason, Dora, 1898 T. C. *See* McLaughlin, Mrs. James B.
Mason, Helen M., 1928. Ln. Serials Division, Order Dept. P. L., Los Angeles,C alif.
Matchette, Frances, 1921. *See* Meadows, Mrs. Don.
Mather, Harriet, 1921. *See* Taylor, Mrs. C. C.
Matheson, Mrs. Mary A. (Mary Anderson), 1920. 2334 W. 30th St., Los Angeles, Calif.
Mathews, Amanda, 1895 T. C. *See* Chase, Mrs. Amanda.
Matson, Elizabeth, 1927. Ln. Teachers' and Children's Dept. P. L., Los Angeles, Calif.
Maxwell, Vivian, 1926. *See* Snow, Mrs. Harold.
May, Margaret Leslie, 1924. *See* Huffman, Mrs. Clyde C.
Meadows, Mrs. Don (Frances Matchette), 1921. Ln. Avalon High Sch., Catalina Island, Calif.
Melcan, Mrs. Zenas (Alice Vartanian), 1927. Ln. Vernon Br. P. L., Los Angeles, Calif.
Melgaard, Irene, 1922. *See* Hauser, Mrs. Walter U.
Melzer, Margaret P., 1899 T. C. 1215 S. Lake St., Los Angeles, Calif.
Mendenhall, Gertrude M., 1921. Ln. History Dept. P. L., Los Angeles, Calif.
Menninger, Mrs. Emma (Emma Rose Domers), 1920. Ln. Bancroft Jr. High Sch., Los Angeles, Calif.
Mentzer, Mrs. Robert J. (Florine Meyer), 1930. Children's Ln. El Sereno Br. P. L., Los Angeles, Calif.
Mercer, Harriet, 1892 T. C. *See* Prentice, Mrs. Edward.
Merrick, Leona, 1922. Ln. Foshay Jr. High Sch., Los Angeles, Calif.
Metz, Mary-Dorothy, 1928. *See* Hanson, Mrs. Burnett.
Meyer, Florine, 1930. *See* Mentzer, Mrs. Robert J.
Miller, Barbara A., 1931. Ref. Dept. Glendale P. L., Glendale, Calif.
Miller, Elza, 1918. *See* Blanchard, Mrs. Warren.
Miller, Kathleen M., 1903 T. C. Deceased.
Miller, Margaret M., 1925. Ln. Dept. of Economics, Standard Oil Co. of Calif., 225 Bush St., San Francisco, Calif.
Miller, Mary K., 1921. 659 N. Berendo St., Los Angeles, Calif.
Miller, Nora, 1892 T. C. *See* Boehme, Mrs. Eugene.
Miller, Sarah, 1902 T. C. *See* Siler, Mrs. Jacob.
Miller, Mrs. Thomas S. (Minnie F. Gullickson), 1914. Br. Ln. Ascot Br. P. L., Los Angeles, Calif.
Milligan, Louise M., 1932. Asst. Univ. of Arizona L., Tucson, Arizona.
Millspaugh, Dorothy C., 1929. Children's Ln. P. L., Sacramento, Calif.
Millspaugh, Elizabeth, 1932. Ln. San Pedro Br. P. L., Los Angeles, Calif.
Minthorn, Mrs. Leonard (Rosalind Greene), 1917. 308 Marlboro Road, Englewood Manor, New Jersey.
Mirande, Dorothee, 1923. *See* Anderson, Mrs. R. R.
Miropol, Olga, 1930. Ln. Jefferson Br. P. L., Los Angeles, Calif.

Mitchell, Mary Josephine, 1908 T. C. Christodora House, 147 Ave. B, New York City, N. Y.
Molnar, Marie, 1929. *See* Henshaw, Mrs. Francis.
Molony, Margaret, 1903 T. C. 306 S. Virgil Ave., Los Angeles, Calif.
Monfort, Harriet, 1920. *See* Sperry, Mrs. Ralph.
Mooney, Alice Congdon, 1923. *See* Culler, Mrs. W. H.
Moore, Edith, 1893 T. C. *See* Brininstool, Mrs. F. M.
Moorstein, Mrs. Esther (Esther Wrottenberg), 1917. 2440 Dulzura Ave., San Diego, Calif.
Morgan, Ella S., 1898 T. C. Ln. Lincoln High Sch., Los Angeles, Calif.
Morrison, Edith Ione, 1915. *See* Rider, Mrs. Charles J.
Mortenson, Mrs. William (Courtney Crawford), 1923. 6029 Hollywood Blvd., Los Angeles, Calif.
Morton, Gabrielle, 1918. Ln. Coronado P. L., Coronado, Calif.
Moyle, Katherine, 1907 T. C. 881 S. Norton St., Los Angeles, Calif.
Muir, Ella, 1925. *See* Hixson, Mrs. Ella M.
Munro, Marion Louise, 1919. Deceased.
Munson, Charlotte, 1928. *See* Freeze, Mrs. Earle W.
Munson, Ida G., 1899 T. C. Head Catlgr. State L., Sacramento, Calif.
Munster, Mrs. Ernest (Leora Janssen), 1924. 530 West 122nd St., New York City, N. Y.
Myers, Mrs. George (Miriam Cassidy), 1927. Ln. Henry Adams Br., P. L., Los Angeles, Calif.

N

Naismith, Mary A., 1904 T. C. Deceased.
Neely, Ora, 1928. Ln. Branches Dept. P. L., Los Angeles, Calif.
Neher, Bertha, 1927. Catlgr. Los Angeles Co. P. L., Los Angeles, Calif.
Nelson, Agnes, 1931. Children's Ln. P. L., Oak Park, Illinois.
Nevin, Helen A., 1893 T. C. 5148 Brynhurst Ave., Los Angeles, Calif.
Newby, Mrs. L. C. (Grace Barager), 1907. Deceased.
Newman, Margaret E., 1917. Ln. L. of Hawaii, Honolulu, T. H.
Newton, Dorothy Elizabeth, 1926. Br. Ln. Cahuenga Br. P. L., Los Angeles, Calif.
Nisbet, Frances, 1898 T. C. *See* Sanders, Mrs. George.
Norcross, Mrs. H. F. (Ruth Bettersworth), 1899 T. C. 2707 Raymon St., Los Angeles, Calif.
Nourse, Mrs. Louis M. (Mary O. Long), 1927. 101 Columbia Heights, Brooklyn, New York, N. Y.

O

Oberkotter, Lillian M., 1932. C. L. A. Art and Music Dept. P. L., Los Angeles, Calif.
O'Connor, Frances, 1905 T. C.
O'Connor, Isabel, 1924. Asst. P. L., San Diego, Calif.
O'Conor, Helen, 1924. First Asst. Br. Dept. Los Angeles Co. P. L., Los Angeles, Calif.
Olds, Gertrude, 1924. *See* Wilbur, Mrs. Donald Alden.
Olmstead, Elizabeth, 1928. *See* Julian, Mrs. Reginald.

Olmsted, Mrs. John W. (Ruby Hay), 1927. 10772 Wellworth Ave., West Los Angeles, Calif.
Osgood, Edna Bell, 1918.

Ott, Susanna Clayton, 1905 T. C. Dept. Ln. History Dept. P. L., Los Angeles, Calif.

P

Palmer, Mrs. Arthur W. (Charlotte Thomas), 1914. 18 Oxford St., Chevy Chase, Maryland.
Palmer, Carolyn, 1929. Attending U. C. at Berkeley, 1932.
Palmer, Mrs. Oscar (Marion Rownd), 1920. Pasadena, Calif.
Park, Isabelle Langille, 1918. *See* Dewitt, Mrs. Ralph Emerson.
Parker, Frances, 1927. *See* Rockefeller, Mrs. Howard Jr.
Parr, Katharine B., 1931. Sr. Asst. P. L., Pasadena, Calif.
Pasko, Beth, 1916. Custodian Tujunga and Sunland Stations Los Angeles P. L., Tujunga, Calif.
Patridge, Helen, 1927. Asst. Catlgr. L. and Textbook Activities, City Sch. L., Los Angeles, Calif.
Pauly, Mrs. Mary Heineman (Mary Irene Heineman), 1932. Ln. Science Dept. P. L., Los Angeles, Calif.
Paxton, Edith, 1925. *See* Rich, Mrs. Verner.
Peiffer, Ruth, 1928. *See* Casaday, Mrs. Lauren.
Peirce, Margaret W., 1923. Order Dept. Fresno Co. F. L., Fresno, Calif.
Percey, Helen Gladys, 1917. Head Research Dept. Paramount-West Coast Studios, Los Angeles, Calif.
Perkins, Alpha, 1921. Children's Ln. Benjamin Franklin Br. P. L., Los Angeles, Calif.
Perrine, Mrs. Charles Dillon (Belle Smith), 1898 T. C. Argentine National Observatory, Cordoba, Argentine Republic, South America.
Perry, Elizabeth, 1908 T. C. *See* Crow, Mrs. Raymond.
Peters, Winifred E., 1903 T. C. *See* Hall, Mrs. J. F.
Petersen, Mrs. Gerner (Dorothy M. Leonard), 1929. Ln. History Dept. P. L., Los Angeles, Calif.
Peterson, Mary Helen, 1925. Ln. Pio Pico Br. P. L., Los Angeles, Calif.
Phillips, Mrs. William H. (Gertrude A. Baker), 1898 T. C. East Liverpool, Ohio.
Phippeny, Mary, 1927. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Pickering, Mrs. W. Hayward (Muriel Bowler), 1927. Children's Ln. Echo Park Br. P. L., Los Angeles, Calif.
Pierce, Bertha, 1892 T. C. All States Hotel, 514 19th St., N. W., Washington, D. C.
Pierson, Lucia K., 1932. *See* Vaughan, Mrs. S. E.
Pinney, Elizabeth, 1931. L. Clerk, City Sch. L., Los Angeles, Calif.
Pinney, Grace E., 1905 T. C. 2957 S. Normandie Ave., Los Angeles, Calif.
Pitts, Mrs. F. S. (Florence Fasel), 1923.

Porteus, Mrs. William (Clara S. Forst), 1904 T. C.

Powell, Mrs. Thomas (Veva L. Hart), 1911 T. C. 3039 Olive St., Hunitington Park, Calif.
Power, Florence, 1930. Box 453, Beverly Hills, Calif.
Powlinson, Mrs. Kenneth (Pansy Fitch), 1913 T. C. 200 Casilla, Bochabamba, Bolivia, South America, Courtesy of Mr. George Allen, Head of Mission.

Pratt, Mrs. John Murdock (Dorothy Dobbings), 1918. 11812 San Vincente Blvd., Brentwood, Calif.
Prentice, Mrs. Edward (Harriet Mercer), 1892 T. C. Higland Apt. B1, 43 Granite St., New London, Conn.
Prentiss, Mabel, 1895 T. C. *See* Green, Mrs. Donald R.
Puntenney, Mrs. Max (Elsie McCormick), 1921.

Purcell, Rose M., 1915. Ln. Southern Calif. Edison Co., Los Angeles, Calif.
Putnam, Mrs. Arion (Rose Eberhart), 1897 T. C. 1955 Hill Drive, Eagle Rock, Calif.
Putnam, Blanche A., 1893 T. C. *See* Gardiner, Mrs. Blanche A.

R

Railsback, Lucia, 1918. *See* Harrison, Mrs. James DeArmond.
Rand, Mrs. Irving (Helen Biggs), 1928. 531 Clifton Place, Portland, Oregon.
Rathwell, Laura E., 1903 T. C. *See* Ford, Mrs. Fletcher.
Reed, Ethel, 1905 T. C.

Rees, Evelyn, 1930. *See* Hveem, Mrs. Francis.
Reynolds, Lillian, 1910 T. C. *See* De Frita, Mrs. D. C.
Rice, Helen, 1921. *See* Butcher, Mrs. Arthur.
Rich, Mrs. Charles E. (Helen Scheid), 1930. 519 W. Hawthorne, Glendale, Calif.
Rich, Evelyn, 1929. *See* Watkins, Mrs. Jack.
Rich, Mrs. Verner (Edith Paxton), 1925. 426 East Commonwealth, Fullerton, Calif.
Richards, Lucille Harry, 1924. *See* Brooke, Mrs. George Magruder.
Richardson, Frances Cary, 1919. Ln. Research Dept. Fox Film Corp., Los Angeles, Calif.
Richardson, Helena Mae, 1927. *See* Brown, Mrs. Charles D.
Richardson, Reba, 1921. *See* Bartlett, Mrs. David.
Richmond, Eric, 1924. *See* Ardagh, Mrs. N. A.
Richmond, Romaine, 1930. Ln. Imperial Co. F. L., El Centro, Calif.
Richter, Margaret Rose, 1919. Faculty Dept. of English, Univ. of Arkansas, Fayette, Arkansas.
Rideout, Jeannette, 1928. *See* Bigford, Mrs. Robert.
Rider, Mrs. Charles J. (Edith Ione Morrison), 1915. Br. Ln. Watts Br. P. L., Los Angeles, Calif.
Rigby, Leah R., 1923. *See* Frisby, Mrs. Leah R.
Roberts, Mrs. Isabelle M. (Isabelle McMonagle), 1928. Ln. Literature and Philology Dept. P. L., Los Angeles, Calif.
Roberts, Ruth, 1931. *See* Leone, Mrs. James.
Robertson, Florence, 1923. *See* Carter, Mrs. Charles M.
Robson, Elise Handcock, 1925. *See* Johnson, Mrs. Alfred William.
Rockefeller, Mrs. Howard Jr. (Frances Parker), 1927. Ln. Angeles Mesa Br. P. L., Los Angeles, Calif.
Rogers, Elsie W., 1922. *See* Hibbard, Mrs. John B.
Rolston, Betsey M., 1926. Deceased.
Rooney, Margaret, 1919. 3070 Jackson St., San Francisco, Calif.
Roper, Mrs. James Hunter (Elizabeth May Armstrong), 1925. Ln. San Leandro High Sch., Oakland, Calif.
Rosen, Mrs. Dorothy Engstrum (Dorothy Jane Engstrum), 1926. Ln. Periodical Room, University of Southern California, Los Angeles, Calif.
Rothstein, Hilda, 1931. *See* Levenson, Mrs. Max.

Rowell, Clara M., 1902 T. C. Ln. Genealogy Division, History Dept. P. L., Los Angeles, Calif.
Rowland, Helen M., 1916. *See* Dambacher, Mrs. Gustav.
Rownd, Marion, 1920. *See* Palmer, Mrs. Oscar.
Roys, Mrs. Walter M. (Cornelia Gates), 1922. 645 Mar Vista Ave., Pasadena, Calif.
Royston, Marian E., 1926. Children's Ln. Moneta Br. P. L., Los Angeles, Calif.
Rusche, Anna-Marie, 1914. *See* Hook, Mrs. Anna-Marie.
Rutland, Pauline, 1930. *See* Burgess, Mrs. Charles Preston.

S

Sanders, Mrs. George (Frances Nisbet), 1898 T. C. 1222½ S. Plymouth St., Los Angeles, Calif.
Sarff, Mrs. O. E. (Margaret Church), 1927. Virginia, Minn.
Sauber, Frieda, 1926. *See* Belisario, Mrs. John.
Saul, Mrs. Arnoldine J., 1924. Br. Ln. Lincoln Heights Br. P. L., Los Angeles, Calif.
Saxton, Gertrude, 1897 T. C.

Saxton, Harriette A., 1915. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Schaer, Mildred Elizabeth, 1918. Office Service Supervisor, Engineering Dept. Southern Calif. Telephone Co., Los Angeles, Calif.
Scheck, Alice M., 1913 T. C. Br. Ln. Hollywood Br. P. L., Los Angeles, Calif.
Scheid, Helen, 1930. *See* Rich, Mrs. Charles E.
Scheuble, Alma B., 1904 T. C. *See* Stroy, Mrs. Urban.
Schoonover, Sara C., 1928. Ln. Order Dept. P. L., Los Angeles, Calif.
Schramling, Marjorie, 1931. Ln. Adult Education Dept. P. L., Los Angeles, Calif.
Schweitzer, Dorothy, 1931. Sch. Ln. Brea High Sch., Brea, Calif.
Scott, Nell Irene, 1924. Asst. Technical Dept. P. L., Denver, Colorado.
Seymour, Mrs. Joseph (Lynlie Eldridge), 1902 T. C. Deceased.
Shannon, Monica, 1915. *See* Wing, Mrs. Albert.
Shearer, Emma V., 1899 T. C.

Shearer, Mabel B., 1917. Children's Ln. Central Ave. Br. P. L., Minneapolis, Minn.
Shepard, Jane, 1899 T. C. *See* Taltavall, Mrs. Jane S.
Shepard, Mrs. John B. (Doris McWhorter), 1926. Children's Ln. Annandale Br. P. L., Los Angeles, Calif.
Shepherd, Leona, 1924. *See* Fleetwood, Mrs. Orville.
Shipley, Geraldine, 1918. *See* Kahl, Mrs. R. W.
Shreve, Mrs. Norris (Mrs. Nancy Barrow Vaughan), 1920. Deceased.
Shute, Jeannie T., 1914. Br. Ln. Gardena Br. P. L., Los Angeles, Calif.
Sigler, Grace, 1913 T. C. *See* Axtell, Mrs. Hugh.
Siler, Mrs. Jacob (Sarah Miller), 1902 T. C. Raymond, Wash.
Silverthorn, Marjorie, 1920.

Sinclair, Olga, 1909 T. C.

Sinsabaugh, Mrs. George (Anna D. Austin), 1892 T. C. 977 S. Elden Ave., Los Angeles, Calif.

Skillin, Mrs. H. B. (Helen M. Field), 1915. 238 N. 8th St., Santa Paula, Calif.
Skinner, Winifred Evelyn, 1921. Ln. Pasadena Jr. College L., Pasadena, Calif.
Skobba, Valborg, 1930. Asst. P. L., Minneapolis, Minn.
Slaughter, Vera Mae, 1931. 2008 McGee Ave., Berkeley, Calif.
Slosson, Mrs. Harold D. (Margaret Field Thayer), 1919. 1423 West 58th Place, Los Angeles, Calif.
Smiley, Mrs. Frank J. (Florence M. Krause), 1911 T. C. 1493 Campus Road, Eagle Rock, Calif.
Smiley, Mrs. Kenneth (Katherine West), 1920. 1710 Laurel St., South Pasadena, Calif.
Smith, Mrs. Abigail (Ripley), 1926. Deceased.
Smith, Alice, 1929. Sr. Asst. P. L., Long Beach, Calif.
Smith, Belle, 1898 T. C. *See* Perrine, Mrs. Charles Dillon.
Smith, Mrs. Charles E. (Pearl Gleason), 1894 T. C. 210 S. Beaudry St., Los Angeles, Calif.
Smith, Dorothy Leona, 1924. Ln. Sociology Dept. P. L., Los Angeles, Calif.
Smith, Elva Sophronia, 1899 T. C. Head Children's Dept. Carnegie L. Sch. Carnegie L., Pittsburgh, Pa.
Smith, Mrs. Irving (Elizabeth Danson), 1930. 532-B East Acacia St., Glendale, Calif.
Smith, Mrs. John Angus (Alma Jean Stelson), 1919. 3124 West 27th St., Los Angeles, Calif.
Smith, Mabel E., 1921. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Smith, Mary Marjorie, 1921. Asst. Teachers' College L., 2112 West Brand Blvd., Detroit, Mich.
Smith, Vera, 1926. Children's Ln. West Hollywood Br. P. L., Los Angeles, Calif.
Smith, Van Tyne, 1909 T. C. 1126 S. Windsor Blvd., Los Angeles, Calif.
Smith, Wilbur Jordan, 1932. 252 S. Rampart, Los Angeles, Calif.
Smutzler, Elnora, 1926. Ln. Figueroa Br. P. L., Los Angeles, Calif.
Snow, Mrs. Harold (Vivian Maxwell), 1926. 5215 Hermosa Ave., Eagle Rock, Calif.
Sowers, Mildred, 1926. Br. Ln. Univ. Br. P. L., Los Angeles, Calif.
Spalding, Lucile, 1924. Portland L. Assoc., Portland, Ore.
Spangler, Wilma Hope, 1932. Children's Ln. Bret Harte Br. P. L., Los Angeles, Calif.
Speer, Alline, 1926. Ln. Horace Mann Jr. High Sch., Los Angeles, Calif.
Spellmeyer, Eleanor C., 1903 T. C. *See* Thieme, Mrs. Dirk A.
Sperry, Mrs. Ralph (Harriet Monfort), 1920. 3511 W. 10th St., Los Angeles, Calif.
Spiers, Katherine, 1904 T. C.

Spotts, Helen M., 1914. Br. Ln. Vermont Square Br. P. L., Los Angeles, Calif.
Sprong, Olive Tilson, 1925. Ln. Art and Music Dept. P. L., Los Angeles, Calif.
Stager, Waive, 1930. Children's Ln. La Cienega Br. P. L., Los Angeles, Calif.
Staub, Ruth Anna, 1919. *See* Henderson, Mrs. Theodore.
Steddom, Mrs. F. W. (Anna Earl), 1894 T. C. 3307 North Broadway, Los Angeles, Calif.
Steed, Lucille, 1928. Ln. Horace Mann Sch., Long Beach, Calif.
Steinmetz, Mrs. Nell (Steckel), 1927. Br. Ln. Echo Park Br. P. L., Los Angeles, Calif.

Stelson, Alma Jean, 1919. *See* Smith, Mrs. John Angus.
Stelter, Mrs. B. F. (Rose Taylor), 1914. 2042 Escarpa St., Eagle Rock, Calif.
Stephens, Ariel, 1923. Asst. East Long Beach Br. P. L., Long Beach, Calif.
Stevens, Dorothy Isabel, 1932. 886 Victoria Ave., Los Angeles, Calif.
Stonebrook, Edna, 1921. *See* Lucas, Mrs. Henry Stephen.
Stonebrook, Lois, 1922. 1095 N. Marengo Ave., Pasadena, Calif.
Strickland, Lillian, 1930. Asst. Circ. Dept. P. L., Pasadena, Calif.
Stroy, Mrs. Urban (Alma B. Scheuble), 1904 T. C. 3549 London St., Los Angeles, Calif.
Swinnerton, Mrs. Durward (Lucy K. West), 1910. Asst. Dept. Ln. Sociology Dept. P. L., Los Angeles, Calif.
Syle, Elizabeth B., 1907 T. C. *See* Madison, Mrs. Elizabeth S.

T

Taber, Alice M., 1929. Ln. Malabar Br. P. L., Los Angeles, Calif.
Talmage, Susan, 1916. *See* Detwiler, Mrs. Samuel.
Taltavall, Mrs. Jane S. (Jane Shepard), 1899 T. C. 728 Walnut Ave., Redlands, Calif.
Tappenier, Mrs. Albert (Emma J. Brown), 1902 T. C.

Tarr, Mrs. Donald Tolman (Marian Hayman), 1920.

Taylor, Alice, 1931. 227 Eighth Ave., North, Twin Falls, Idaho.
Taylor, Mrs. C. C. (Harriet Mather), 1921. 640 S. Washington St., Whittier, Calif.
Taylor, Grace, 1925. Ln. Sacramento City F. L., Sacramento, Calif.
Taylor, Marie, 1917. *See* Higginbotham, Mrs. A. L.
Taylor, Mary E., 1904 T. C. Deceased.
Taylor, Rose, 1914. *See* Stelter, Mrs. B. F.
Taylor, Zada, 1931. Children's Ln. Ascot Br. P. L., Los Angeles, Calif.
Teague, Madge M., 1903 T. C.

Temple, Melva Lois, 1929. Ln. Mark Twain Br. P. L., Los Angeles, Calif.
Test, Mrs. Louis A. (Inez Greene), 1905 T. C. Care Dr. D. E. Greene, 514 East Philadelphia St., Whittier, Calif.
Thayer, Margaret Field, 1919. *See* Slosson, Mrs. Harold D.
Thayer, Rachel, 1921. Ref. Ln. P. L., Long Beach, Calif.
Thieme, Mrs. Dirk A. (Eleanor C. Spellmeyer), 1903 T. C. 4607 Angeles Vista Blvd., Los Angeles, Calif.
Thomas, Charlotte, 1914. *See* Palmer, Mrs. Arthur W.
Thomas, Mrs. Hazel T. (Hazel Tobias), 1912 T. C. Ln. P. L., Los Angeles, Calif.
Thompson, Eva Janet, 1928. Sr. Asst. Circ. Dept. P. L., Long Beach, Calif.
Thompson, Mrs. Robert Russell (Kathryn MacFarlane), 1923. Asst. L. Univ. of Hawaii, Honolulu, T. H.
Thornburg, Florence, 1892 T. C. 846 S. Beacon St., Los Angeles, Calif.
Tilton, Mrs. Horace T. (Lorna Linneman), 1930. El Segundo, Calif.
Tobias, Hazel, 1912 T. C. *See* Thomas, Mrs. Hazel T.
Tollefson, Marie, 1909 T. C. *See* Goley, Mrs. Hunter.

Touhey, Eleanor May, 1932. Asst. Portland L. Assoc., Portland, Oregon.
Toy, Mrs. Ernest William (Helen Margaret Hamilton), 1921. 836 N. Raymond Ave., Pasadena, Calif.
True, Ella P., 1895 T. C. Burlington Apts., 1723 W. Ninth St., Los Angeles, Calif.
Truesdale, Elsie Alice, 1923. Asst. Dept. Ln. Order Dept. P. L., Los Angeles, Calif.
Turner, Florence A., 1904 T. C. *See* Weydert, Mrs. Peter C.
Tyrrell, Emily Edna, 1919. 118 S. Normandie St., Los Angeles, Calif.

U

Ulen, Esther C., 1904 T. C. 1412 Wright St., Los Angeles, Calif.
Utt, Marjorie Ellen, 1932. Asst. Ln. Calif. State Medical L., 737 N. Broadway, Los Angeles, Calif.

V

Vallejo, Mrs. Enrique (Katherine Chase), 1902 T. C. 1611 N. Curson St., Los Angeles, Calif.
Van Deusen, Marjorie, 1907 T. C. Ln. Belmont High Sch., Los Angeles, Calif.
Van Dussen, Mrs. E. L. (Margaret Griffin), 1930. Head of Work with Schools, Fresno Co. F. L., Fresno, Calif.
Van Dyke, Lillian, 1922. *See* Glascock, Mrs. Frederick L.
Van Houten, Mrs. Doris Knoff (Doris Knoff), 1930. Ln. Registration Dept. P. L., Los Angeles, Calif.
Van Rossen, Mrs. W. J. (Grace Coolidge), 1914. 1917 Thayer Ave., Westwood, Calif.
Vartanian, Alice, 1927. *See* Melcan, Mrs. Zenas.
Vaughan, Mrs. Nancy (Barrow), 1920. *See* Shreve, Mrs. Norris.
Vaughan, Mrs. S. E. (Lucia K. Pierson), 1932. Children's Ln. Ivanhoe Room for Boys and Girls, P. L., Los Angeles, Calif.
Vaughan, Mrs. T. O. (Roma G. Efner), 1925. 6172 Cerritos Ave., Long Beach, Calif.
Vickrey, Mrs. Kathryn E. (Anna Long), 1898 T. C.

Vinton, Margaret E., 1916. General Asst. Board of Education for Librarianship, American L. Assoc., Chicago, Illinois.
Vivion, Mrs. Melvin (Eleanor Barrows), 1926. Ln. Periodical Dept. P. L., Los Angeles, Calif.

W

Wack, Mathilde, 1912 T. C. *See* Gebhardt, Mrs. H. A.
Wackwitz, Mrs. Albert L. (Jane Kuhns), 1928. Ln. Literature and Philology Dept. P. L., Los Angeles, Calif.
Wade, Eleanor, 1928. Ln. Hollywood Br. P. L., Los Angeles, Calif.
Wadman, Florence A. V., 1929. Ln. Literature and Philology Dept. P. L., Los Angeles, Calif.
Walker, Caroline, 1924. Asst. P. L., Pomona, Calif.
Walker, Mrs. Alice Phelps, 1925. *See* Walker, Mrs. Herbert V.
Walker, Elizabeth, 1916. *See* Hunter, Mrs. Allen.
Walker, Mrs. Herbert V. (Mrs. Alice Phelps Walker), 1925. 3205 Wood Terrace, Las Angeles, Calif.

Ward, Lou Johnstone, 1919. Asst. Dept. Ln. Art and Music Dept. P. L., Los Angeles, Calif.
Waring, Ruth Ann, 1914. Head Children's Section, Book Dept. Marshall Field & Co., Chicago, Illinois.
Warren, Dorothy, 1930. *See* Wyse, Mrs. Fred.
Warren, Marion Skinner, 1919. *See* King, Mrs. L. B.
Warren, Mrs. W. H. (Hilda M. Cordes), 1908.

Washington, Mrs. F. L. (Virginia Fishback), 1929. Derby Line, Vermont.
Watkins, Mrs. Fred B. (Eunice Carr), 1911 T. C. Ln. Cahuenga Br. P. L., Los Angeles, Calif.
Watkins, Mrs. Jack (Evelyn Rich), 1929. 5264 Ellenwood Ave., Eagle Rock, Calif.
Watson, Christine, 1921. *See* Douglas, Mrs. John M.
Watson, Edna, 1906 T. C.

Waymire, Mrs. Frederick (Margaret Chiles), 1923.

Welch, Alice, 1924. *See* Marston, Mrs. Alice W.
Wem, Mrs. Leila K. (Leila K. Kingsley), 1892 T. C. 1406 Queens Road, Los Angeles, Calif.
West, Katherine, 1920. *See* Smiley, Mrs. Kenneth.
West, Lucy K., 1910 T. C. *See* Swinnerton, Mrs. Durward.
Weydert, Mrs. Peter C. (Florence A. Turner). Deceased.
Wheat, Edith, 1903 T. C. *See* Locklin, Mrs. Curtis.
Whedon, Maude, 1898 T. C. *See* Wilson, Mrs. Albert.
Wheeler, Hazel, 1929. Asst. P. L., Pasadena, Calif.
White, Grace M., 1900 T. C. 3640 Carnation Ave., Los Angeles, Calif.
Whitehill, Myrtle M., 1929. Ln. New Mexico State Teachers' College, Silver City, New Mexico.
Whitmore, Mary, 1926. Supervisor of Cat. for High Sch. Libraries, City Sch. L., Los Angeles, Calif.
Whitten, Miriam P., 1930. Executive Secretary, Riverside L. Sch., Riverside, Calif.
Whittier, Emma I., 1892 T. C.

Whittle, Ella, 1930. Ln. P. L., Oroville, Calif.
Whyman, Esther, 1925. *See* Keith, Mrs. S. Z.
Whyte, Florence, 1909 T. C. Modern Language Dept. Bryn Mawr College, Bryn Mawr, Pa.
Wickam, Ivie F., 1915. 7550 Havenhurst Ave., Van Nuys, Calif.
Widick, Frances, 1928. *See* Hays, Mrs. Lorne C.
Wiede, Mrs. Richard (Jean Huddleston), 1914. Care U. S. Bureau of Mines, Pittsburgh, Pa.
Wieder, Mary Louise, 1924. *See* Adler, Mrs. Sanford.
Wilbur, Mrs. Donald Alden (Gertrude Olds), 1924. 1209 Vatlier St., Manhattan, Kansas.
Wilcox, Ruth, 1928. Asst. Catlgr. Library and Textbook Activities City Sch. L., Los Angeles, Calif.
Wilkins, Mrs. Glenn (Helen Camp McDonald), 1918. Corona, Calif.
Williams, Anita, 1929. Ln. Santa Monica Elementary Schools, Santa Monica, Calif.
Williams, Dorothy, 1931. Ln. Order Dept. P. L., Los Angeles, Calif.
Williams, Edna G., 1915. Dawson's Book Shop, 627 South Grand Ave., Los Angeles, Calif.
Williams, Elizabeth Owen, 1918. Asst. Supervising Ln. City Sch. L., Los Angeles, Calif.
Williams, Medora Edith, 1924. *See* Wright, Mrs. Philip W.

Williams, Rhoda, 1914. *See* Marshall, Mrs. Stanley.
Wills, Mrs. Ernest (Nell Letitia Agan), 1932. Asst. Children's Ln. Benjamin Franklin Br. P. L., Los Angeles, Calif.
Wilson, Mrs. Albert (Maude Whedon), 1898 T. C.

Wilson, Mrs. Edward S. (Katherine Hilton), 1903 T. C. 130 E. Brookside Drive, Larchmont, New York.
Wilson, Ida Gillette, 1923. Ln. Arizona State Teachers' College, Flagstaff, Arizona.
Wing, Mrs. Albert (Monica Shannon), 1915. 1047 Third St., Santa Monica, Calif.
Wolf, Mrs. Roy N. (Linnie Marsh), 1912 T. C. 230 E. 6th St., Pittsburgh, Calif.
Wood, Margaret Dorothy, 1932. 644 N. Berendo St., Los Angeles, Calif.
Woodhouse, Elizabeth, 1920. Document Catlgr. P. L., New York, N. Y.
Woods, Katherine Romel, 1919. Co. Ln. Plumas and Sierra Counties, Plumas Co. F. L., Quincy, Calif.
Woodworth, Frances A., 1925. Br. Ln. Angeles Mesa Br. P. L., Los Angeles, Calif.
Work, Mrs. George Armistead (Geraldine Graham), 1918. 75 Magellan Ave., San Francisco, Calif.
Wright, Mrs. Frances, 1930. Br. Ln. Wilmington Br. P. L., Los Angeles, Calif.
Wright, Mrs. Philip W. (Medora Edith Williams), 1924. 1800 El Cerrito Place, Hollywood, Calif.
Wrottenberg, Esther, 1917. *See* Moorstein, Mrs. Esther.
Wyse, Mrs. Fred (Dorothy Warren), 1930. Children's Ln. Henry Adams Br. P. L., Los Angeles, Calif.

Y

Yang, Tsao Tsu, 1923. Ln. Peking College of Law, Peking, China.
Yoe, Dorothy de, 1924. 1923 Lemoynes St., Los Angeles, Calif.
York, Geneva, 1931. Ln. Lincoln Heights Br. P. L., Los Angeles, Calif.
Young, Jessie, 1896 T. C. *See* Cramer, Mrs. Edwin.
Youngman, Florence A., 1925. Head of Reserve Book Room, Univ. of Southern Calif. L., Los Angeles, Calif.

Z

Ziegler, Corrie V., 1915. *See* Forbes, Mrs. Corrie Z.
Zoll, Clarence R., 1930. Ln. Cat. Dept. P. L., Los Angeles, Calif.
Zunser, Mrs. Joseph (Gladys Glenn), 1916.

CLASS LISTS

1st Class 1892

Kingsley, Leila (Mrs. Leila K. Wern)
Mercer, Harriet (Mrs. Edward Prentice)
Pierce, Bertha

2nd Class 1892

Austin, Anna D. (Mrs. George Sinsabaugh)
Miller, Nora (Mrs. Eugene Boehm)
Thornburg, Florence

3rd Class 1892

Beckley, Anna
Fox, Daisy
Whittier, Emma I.

4th Class 1893

Darlow, Gertrude
Dunn, Mabel
Jenkins, Anna
Johnson, Mary Agnes
Moore, Edith (Mrs. F. M. Brininstool)
Nevin, Helen A.
Putnam, Blanche A. (Mrs. Blanche A. Gardiner)

5th Class 1894

Earl, Anna (Mrs. F. W. Steddom)
Gleason, Pearl (Mrs. Charles E. Smith)
Horgan, Georgia (Deceased)

6th Class 1895

English, Mary F.
Hand, Mabelle (Mrs. Richard Armstrong Hill)
Mathews, Amanda (Mrs. Amanda M. Chase)
Prentiss, Mabel (Mrs. Donald R. Green) (Deceased)
True, Ella P.

7th Class 1896

Bennett, Mamie (Mrs. Mamie B. Kilgore)
Blanchard, Mae B. (Mrs. Duane Hibbard)
Clarke, Christine (Mrs. B. Castro)
Keach, May (Mrs. George Gould)
Young, Jessie (Mrs. Edwin Cramer)

8th Class 1897

Benz, Bessie (Mrs. F. Dwyer)
Eberhart, Rose (Mrs. Arion Putnam)
Saxton, Gertrude

9th Class 1898

Creighton, Jane B.
Jacobus, Sarah Mira
Kane, Bertha (Mrs. Bertha K. Kingsbury)
Long, Anna (Mrs. Kathryn E. Vickrey)
Mason, Dora (Mrs. James B. McLaughlin)
Nisbet, Frances (Mrs. George Sanders)

10th Class 1898

Baker, Gertrude A. (Mrs. William H. Phillips)
Fagge, Ethelwynn (Mrs. Ethelwynn Laurence)
Flynn, Stella
Hays, Alice N.
Morgan, Ella S.
Smith, Belle (Mrs. Charles Dillon Perrine)
Whedon, Maude C. (Mrs. Albert Wilson)

11th Class 1899

Dancaster, Josephine (Mrs. J. C. McMartin)
Ellis, Victoria
Hasse, Jessie
Hessellberger, Henrietta
Hindle, Clara (Mrs. George Blech)
Melzer, Margaret P.
Munson, Ida G.

12th Class 1899

Beckley, Stella (Deceased)
Bettersworth, Ruth (Mrs. H. F. Norcross)
Bloomer, Margaret D.
Brown, Lily A.
Jackson, Mrs. Emilie (Mrs. Emillie Tobitt)
King, Corinne
Madison, Anna (Mrs. Thomas Beeman)
Shearer, Emma V.
Shepard, Jane (Mrs. Jane S. Taltavall)
Smith, Elva Sophronia

13th Class 1900

Jones, Elizabeth D.
White, Grace M.

14th Class 1902

Brown, Emma J. (Mrs. Albert Tappenier)
Chase, Katherine (Mrs. Enrique Vallejo)
Cushing, Aileen
Eldridge, Lynlie (Mrs. Joseph Seymour) (Deceased)
Hillis, Laura (Mrs. B. Bleasdale)
Miller, Sarah (Mrs. Jacob Siler)
Rowell, Clara M.

15th Class 1903

Casey, Charlotte (Mrs. Raymond A. McNally)
Coleman, Shirley
Frazier, Minerva M.
Glass, Norma E. (Deceased)
Hilton, Katherine (Mrs. Edward S. Wilson)
Kidder, Jessie Katherine
Miller, Kathleen M. (Deceased)
Molony, Margaret
Peters, Winifred E. (Mrs. J. F. Hall)
Rathwell, Laura E. (Mrs. Fletcher Ford)
Spellmeyer, Eleanor C. (Mrs. Dirk A. Thieme)
Teague, Madge M.
Wheat, Edith (Mrs. Curtis Lockling)

16th Class 1904

Angell, Louise (Mrs. Louise A. McCoullough)
Boynton, Mary L.
Foote, Frances R.
Forst, Clara S. (Mrs. William Porteus)
Hart, Mary Gertrude
Nainsmith, Mary A. (Deceased)
Scheuble, Alma B. (Mrs. Urban Stroy)
Spiers, Katherine
Taylor, Mary E. (Deceased)
Turner, Florence A. (Mrs. Peter C. Weydert)
Ulen, Esther C.

17th Class 1905

Brown, Charlotte M.
Cooley, Laura
Cory, Mabel W.
Dills, Clara B.
Doan, Jean (Mrs. Frank Hodges)
Dudley, Mary E. (Mrs. George Gillespie)
Fricke, Christine M.
Green, Inez A. (Mrs. Louis A. Test)
Hotchkiss, Bettie Belle
Jedofsky, Josephine M. (Mrs. Reinhard F. Guedman)
Johnson, Clara W.
O'Connor, Frances
Ott, Susanna Clayton
Pinney, Grace E.
Reed, Ethel

18th Class 1906

Bell, Edith (Mrs. W. L. Arnim)
Burns, Lillian W. (Mrs.....)
Clark, Loretto (Mrs. John T. McCourt)
Curtis, Teresa M. (Mrs. Teresa M. Fulford)
Gilbert, Edith M.
Lewis, Grace (Mrs. Grace L. Burns)
McClany, Mary M.
Watson, Edna (Mrs.....)

19th Class 1907

Barager, Grace (Mrs. L. C. Newby) (Deceased)
Foye, Betsey M.
McClure, Hazel (Mrs. Monus V. Hitt)
Moyle, Katherine
Syle, Elizabeth S. (Mrs. Elizabeth S. Madison)
Van Deusen, Marjorie

20th Class 1908

Barrett, Dorothy F.
Brittan, Caroline (Mrs. Karl Kellogg)
Burrell, Norma (Mrs. Vincent C. Dickenson)
Carwyle, Eloise
Cordes, Hilda M. (Mrs. W. H. Warren)
Jones, Mrs. Eleanor B. (Deceased)
Mitchell, Mary J.
Perry, Elizabeth (Mrs. Raymond Crow)

21st Class 1909

Bailey, Zita G.
La Gue, Aurora
Lay, Lucy
Sinclair, Olga
Smith, Van Tyne
Tollefson, Marie (Mrs. Hunter Goley)
Whyte, Florence

22nd Class 1910

Bassett, Helen (Mrs. W. W. Gardner)
Hieber, Mary (Deceased)
Reynolds, Lillian (Mrs. D. C. De Freitas)
West, Lucy K. (Mrs. Durward Swinnerton)

23rd Class 1911

Alber, Elise
Bean, Mary Ramona (Mrs. S. W. McKee)
Broad, Mrs. Florence S.
Carr, Eunice (Mrs. Fred B. Watkins)
Goodell, Helen
Guiwits, Nettie M.
Hart, Veva L. (Mrs. Thomas Powell)
Krause, Florence M. (Mrs. Frank J. Smiley)

24th Class 1912

Adam, Viola (Mrs. Charles L. Bogue)
Brann, Hilda (Mrs. Kenneth Boulton)
Lee, Emma B.
Lindsey, Lillian
Marsh, Linnie (Mrs. Roy N. Wolfe)
McKindry, Anna (Mrs. Anna M. Clark)
Tobias, Hazel (Mrs. Hazel T. Thomas)
Wack, Mathilde (Mrs. H. A. Gebhardt)

25th Class 1913

Cavanaugh, Mrs. Jessie
Chase, Jessie Mabel (Mrs. Norman Fenton)
Coman, Caryl (Mrs. Grover C. Darnell)
Connely, Mable (Mrs. M. E. McClellan)
Everett, Jessie (Mrs. William Loucks)
Fitch, Pansy A. (Mrs. Kenneth Powlinson)
Hollingsworth, Josephine
Macdonnell, Heloise
Scheck, Alice M.
Sigler, Grace (Mrs. Hugh Axtell)

26th Class 1914

Coolidge, Grace (Mrs. W. J. Van Rossen)
Crowe, Gladys
Garnett, Carrie-Belle (Mrs. Grover H. Jones)
Gullickson, Minnie F. (Mrs. Thomas S. Miller)
Huddleston, Jean (Mrs. Richard Wiede)
Littlejohn, Lulu L.
Rusche, Anna (Mrs. Anna-Marie Hook)
Shute, Jeannie T.
Spotts, Helen M.
Taylor, Rose (Mrs. B. F. Stelter)
Thomas, Charlotte (Mrs. Arthur H. Palmer)
Waring, Ruth Ann
Williams, Rhoda (Mrs. Stanley Marshall)

27th Class 1915

Anderson, Edna Eleanor
Barndollar, Gladys (Deceased)
Boynton, Elizabeth
Crawford, Doris (Mrs. H. N. Graham)
Field, Helen (Mrs. Harold Webster)
Galantiere, Lewis H.
Macloskey, Florence H.
Morrison, Edith Ione (Mrs. Charles J. Rider)
Purcell, Rose M.
Saxton, Hariette A.
Shannon, Monica (Mrs. Albert Wing)
Wickam, Ivie F.
Williams, Edna G.
Ziegler, Corrie V. (Mrs. Corrie V. Forbes)

28th Class 1916

Bezoier, Mrs. Nellie
Brown, Mrs. Saxon
Connor, Elizabeth
Deutschbein, Marie (Mrs. Henry Lawrence Gardner)
Dinsmoor, Marian
Eddie, Iona Columba (Mrs. Aubrey Finley)
Ellsworth, Elizabeth (Mrs. Herbert Eggleston)
Glenn, Gladys (Mrs. Joseph Zunser)
Hammond, Grace
Lord, Betty R. (Mrs. John E. Fitzpatrick)
Pasko, Beth
Rowland, Helen M. (Mrs. Gustav Dambacher)
Talmage, Susan (Mrs. Samuel Detwiler)
Vinton, Margaret
Walker, Elizabeth (Mrs. Allan Hunter)

29th Class 1917

Burton, Ruth S.
Franklin, Bertha
Gilstrap, Cosby Louise
Glassey, Margaret
Green C. Rosalind (Mrs. Leonard L. Minthorn)
Hanna, Gladys (Mrs. .....)
Lawrence, Grace (Mrs. Newcomb Condee)
Livingston, Margaret E. (Deceased)
McPherron, Arnie (Mrs. Edward Glenn Leaf)
Newman, Margaret E.
Percey, Helen Gladys
Shearer, Mabel B.
Taylor, Marie (Mrs. L. A. Higginbotham)
Wrottenberg, Esther (Mrs. Moorstein)

30th Class 1918

Cameron, Marguerite Spencer
Dobbings, Dorothy (Mrs. John Murdock Pratt)
Emmons, Louise Wilbur (Mrs C. Marston Knudson)
Graham, Geraldine (Mrs. George Armistead Work)
Gregory, Marion Louise
Hout, Miss Frank Helm
Kelly, Genevieve
Knowlton, Gladys Julia (Mrs. James Irvine)
McClees, Sidney Anne (Mrs. Robert A. Keyes)
McDonald, Helen Camp (Mrs. Glenn Wilkins)
McLaughlin, Gertrude (Mrs. Wade Hopkins)
Miller, Elza (Mrs. Warren Blanchard)
Morton, Gabrielle
Osgood, Edna Bell
Park, Isabelle Langille (Mrs. Ralph Emerson DeWitt)
Railsback, Lucia (Mrs. James Dearmond Harrison)
Schaer, Mildred Elizabeth
Shipley, Geraldine (Mrs. R. W. Kahl)
Williams, Elizabeth Owen

31st Class 1919

Bishop, Ruth L.
Brenton, Dorothy Henderson (Mrs. Natt F. Jamieson)
Caldwell, Gladys
Clements, Alma Virginia
Diehl, Georgia Anton
Girton, Ruth Lurline
Green, Faith Amy
Greenfield, Lieurena Cole (Mrs. O. P. Erdahl)
Griffin, Leora Elton
Gutzler, Eleanor (Mrs. John Gooding)
Munro, Marion Louise (Deceased)
Richardson, Frances Cary
Richter, Margaret Rose
Rooney, Margaret
Staub, Ruth Anna (Mrs. Theodore Henderson)
Stelson, Alma Jean (Mrs. John Angus Smith)
Thayer, Margaret Field (Mrs. Harold Slosson)
Tyrell, Emily Edna
Ward, Lou Johnstone
Warren, Marion Skinner (Mrs. L. B. King)
Woods, Katherine Romel

32nd Class 1920

Abrahams, Vida K. (Mrs. George Martin)
Aldrich, Mrs. Helen Seymour (Mrs. Will Connell)
Alexander, Mrs. Helen M.
Anderson, Mary A. (Mrs. Matheson)
Bridge, Estelle
[illegible]e, Clara M.
Caples, Mary (Mrs. C. T. McGrady)
Chase, George Everett
Conant, Helene
Coyner, Helen (Mrs. A. W. Arrington)
Domers, Emma Rose (Mrs. Menninger)
Dwight, Reba
Harris, Mary (Mrs. Frank Balzer)

32nd Class, 1920

Hartman, Fern (Mrs. Donald J. Lyman)
Hayman, Marian (Mrs. Donald Tolman Tarr)
Hoffman, Saide
Monfort, Harriet (Mrs. Ralph Sperry)
Rownd, Marian (Mrs. Oscar Palmer)
Silverthorn, Marjorie
Vaughan, Mrs. Nancy (Barrow) (Mrs. Norris Shreve) (Deceased)
West, Katherine (Mrs. Kenneth Smiley)
Woodhouse, Elizabeth

33rd Class 1921

Badger, Ethelwyn
Biddle, Marie H. (Mrs. Fink)
Bowler, Roberta
Boyd, Mary Alice
Crump, Doris (Mrs. William Leonard Bradshaw)
Dobell, Lila G. (Mrs. H. A. Adams)
Folger, Katherine
Hamilton, Helen Margaret (Mrs. Ernest Wm. Toy)
Healton, Annice
Livsey, Rosemary Earnshaw
Lunn, Mabel E.
McCormick, Elsie (Mrs. Max Puntenney)
McDowell, Pearl
Matchette, Frances (Mrs. Don Meadows)
Mather, Harriet (Mrs. C. C. Taylor)
Mendenhall, Gertrude
Miller, Mary K.
Perkins, Alpha
Rice, Helen (Mrs. Arthur Butcher)
Richardson, Reba (Mrs. David Bartlett)
Skinner, Winifred Evelyn
Smith, Mabel E.
Smith, Marjorie
Stonebrook, Edna (Mrs. Henry Stephen Lucas)
Thayer, Rachel
Watson, Christine (Mrs. John M. Douglass)

34th Class 1922

Amidon, Oak (Deceased)
Baker, Margaret (Mrs. H. S. McCaughna)
Ball, Katherine F.
Burk, Hazel
Crandall, Edith
Frazier, Hubert
Freeze, Janet H. (Mrs. Sigurd Hustvedt)
Gates, Cornelia
Gehman, Gertrude (Mrs. Alfred H. Downes)
Hoagland, Helen (Mrs. William Willis Jenney)
Hoskins, Clarissa (Mrs. S. T. Halstead)
Hulberg, Mabel Sarah (Mrs. Robert S. Kennedy)
Keating, Mrs. Adele (Gray) (Mrs. Arthur G. Keating)
Kingsley, Mrs. Florence K.
Melgaard, Irene (Mrs. Walter U. Hauser)
Merrick, Leona
Rogers, Elsie (Mrs. John Hibberd)
Stonebrook, Lois
Van Dyke, Lillian

35th Class 1923

Bellinger, Mrs. Lola Belle
Biggs, Helen (Mrs. Irving Rand)
Blackburn, Lois
Chiles, Margaret (Mrs. Frederick Waymire)
Coy, Mabel
Crawford, Courtney (Mrs. William Mortensen)
Delaney, Mrs. Ruth Adams
Doty, Mabel
Fasel, Florence (Mrs. F. S. Pitts)
Freer, Helen
Gross, Joyce Atlee
Hendrix, Hope Eva (Mrs. Worth Brewer)
Hrubesky, Lilian May
Lee, Chang C.
Long, Ethel
MacFarlane, Kathryn (Mrs. Robert Russell Thompson)

35th Class, 1923

MacKenzie, Grace (Mrs. Grace M. Goulding)
Mirande, Dorothee (Mrs. R. R. Anderson)
Mooney, Alice Congdon (Mrs. W. H. Culler)
Peirce, Margaret W.
Rigby, Leah Sheets (Mrs. E. C. Frisby)
Robertson, Florence (Mrs. Charles M. Carter)
Stephens, Ariel
Truesdale, Elsie Alice
Wilson, Ida Gillette
Yang, Tsao Tsu

36th Class 1924

Carrick, Ella
Chubbic, Elizabeth
Cole, Mildred Barbara
Davenport, Ruth (Mrs. E. F. G. Chapman)
Dietsch, Julia (Mrs. Heintz Chesney)
Douden, Fonnie Victor (Mrs. Earl R. Callahan)
Fairfield, Juniata (Deceased)
Hopkins, Lorena C.
Hubbart, Edith
Imhoff, Myrtle V.
Janssen, Leora (Mrs. Ernest Munster)
Jenner, Louise (Mrs. James Lang)
Marsh, Hilda Frances (Mrs. Kenneth Adams)
May, Margaret Leslie (Mrs. C. C. Huffman)
McCrea, Mary Helen
O'Connor, Isabel
O'Conor, Helen
Olds, Gertrude (Mrs. Donald Alden Wilbur)
Richards, Lucile Harry (Mrs. George Magruder Brooke)
Richmond, Eric (Mrs. N. A. Ardagh)
Saul, Mrs. Arnoldine J.
Scott, Nell Irene
Shepherd, Leona (Mrs. Orville Fleetwood)
Smith, Dorothy Leona
Spalding, Lucille
Walker, Caroline
Welch, Alice (Mrs. Marston)
Wieder, Mary Louise (Mrs. Sanford Adler)
Williams, Medora E. (Mrs. Philip W. Wright)
Yoe, Dorothy de

37th Class 1925

Armstrong, Elizabeth May
Arrants, Anne
Balcom, Loreita M. (Mrs. George Campbell)
Bennett, Dorothy
Cuthbert, Norma Barrett
Efner, Roma G. (Mrs. T. O. Vaughan)
Haass, Adalia
Hancock, Helen E.
Hoskins, Maria Charlotta
Hyers, Mrs. Faith Holmes
Iredell, Helen
Kreager, Mrs. Florence (Kratka)
MacGowan, Margaret
Martin, Laura Katherine
Miller, Margaret M.
Muir, Ella (Mrs. Hixson)
Paxton, Edith (Mrs. Verner Rich)
Peterson, Mary Helen
Robson, Elise Handcock (Mrs. Alfred Wm. Johnson)
Sprong, Olive Tilson
Taylor, Grace
Walker, Alice Phelps (Mrs. Herbert S. Walker)
Whyman, Esther (Mrs. S. Z. Keith)
Woodworth, Frances A.
Youngman, Florence A.

38th Class 1926

Barnett, Bernhardt Mary
Barrows, Eleanor (Mrs. Melvin Vivion)
Bischoff, Anna (Mrs. Earl Hadley)
Campbell, Susan
Domers, Margaret
Engstrum, Dorothy (Mrs. Roy Rosen)
Hamilton, Dorothy
Hill, Dorothy E.
Holliday, B. Lucille (Mrs. Charles Holliday)
Homer, Eleanor M.

38th Class, 1926

Kenkel, Josephine C. (Mrs. Howard Raymond Healy)
Klahn, Ruth L. (Mrs. John K. Albee)
Locklin, Lillian R.
Luckham, Helen
Maxwell, Vivian (Mrs. Harold Snow)
McCain, Geneva
McWhorter, Doris (Mrs. John B. Shepard)
Newton, Dorothy E.
Rolston, Betsey M. (Deceased)
Royston, Marian E.
Sauber, Frieda (Mrs. John Belisario)
Smith, Mrs. Abigail Ripley (Deceased)
Smith, Vera
Smutzler, Elnora
Sowers, Mildred
Speer, Alline
Whitmore, Mary

39th Class 1927

Berggren, Lucile
Bergman, Gertrude
Bowen, Irmadean
Bowler, Muriel (Mrs. William Hayward Pickering)
Bulloch, Vivien
Butler, Geneva
Cassidy, Miriam (Mrs. George Meyers)
Chisholm, Marguerite (Mrs. Jesse W. Hess)
Church, Margaret (Mrs. O. E. Sarff)
Cleave, Jeannette (Mrs. L. L. Garrison)
Clodfelter, Mrs. Prudence (Hawkins)
Cox, Genevieve
Crane, Leah (Mrs. Tom J. Ayres)
DeKlotz, Ruby
Drake, Mrs. Rowena (Evans)
Fischer, Mrs. Evangeline
Fleck, Mary
Fuller, Helen Russell
Gates, Doris
Guthrie, Bertha
Harwood, Evelyn (Mrs. Antonio Heras)
Hay, Ruby (Mrs. John Olmstead)
Hopper, Thelma (Mrs. William Francis Hadley)
Hoskins, Dr. Samuel B.
Lawrence, Marion
Long, Mary (Mrs. Louis M. Nourse)
Marks, Marguerite
Marshall, Bertha
Matson, Elizabeth
McCarthy, Alice
Neher, Bertha
Parker, Frances (Mrs. Howard Rockefeller, Jr.)
Patridge, Helen
Phippeny, Mary
Richardson, Helen Mae (Mrs. Charles D. Brown)
Steinmetz, Mrs. Nell (Steckel)
Vartanian, Alice (Mrs. Zenas K. Melcan)

40th Class 1928

Becker, Alma (Mrs. Wm. Fricke)
Browning, Amanda E.
Cooper, Evelyn L.
Fairchild, Edith
Fischer, Pauline E.
Fraites, Mary
Gladstone, Chesterine (Mrs. Howard Albert Cordelle)
Gordon, Jean (Mrs. Vernon K. Hall)
Grassie, Marie (Mrs. George H. McBurney)
Graves, Mrs. Eva L.
Herrmann, Josephine
Higgins, Frances S.
Jepson, Beatrice W.
Klasgye, Maud N.
Kuhns, Jane (Mrs. A. L. Wackwitz)
Lowder, Dorothy (Mrs. J. S. Carson)
Mason, Helen M.
McMonagle, Isabelle
Metz, Mary-Dorothy (Mrs. J. B. Hanson)
Munson, Charlotte (Mrs. E. W. Freeze)
Neely, Ora
Olmstead, Elizabeth (Mrs. Reginald Julian)
Peiffer, Ruth (Mrs. Lauren Casaday)
Rideout, Jeannette (Mrs. Robert Bigford)

40th Class, 1928

Schoonover, Sara
Steed, Lucille
Thompson, Eva J.
Wade, Eleanor
Widick, Frances (Hays, Mrs. Loren)
Wilcox, Ruth

41st Class 1929

Aldrich, Melissa (Mrs. James W. Cassy)
Beall, Miriam
Cavett, Mary Evelyn (Mrs. Mary C. Dupree)
Clark, Thelma (Mrs. Charles W. Jackman)
Coleman, Mildred
Coughlin, Ella
Crosby, Frances E.
Day, Katherine
Dick, Helen
Durfee, Allene
Enke, Mrs. Erma D.
Fishback, Virginia (Mrs. F. L. Washington)
Francisco, Mrs. Hazel (Mrs. Cyrus P. Francisco)
Fritz, Ida
Gang, Mildred
Henshaw, Francis
Kilgore, Marion (Mrs. James Allen Clark)
Lawrence, Bess
Lawrence, Hilda (Mrs. Ernest Collins)
Lehman, Dorothy
Leonard, Dorothy M. (Mrs. Gerner Petersen)
Ludwig, Mrs. Helen
Marlborough, Mrs. Beatrice
Millspaugh, Dorothy
Molnar, Marie (Mrs. Francis Henshaw)
Palmer, Carolyn
Rich, Evelyn (Mrs. Jack Watkins)
Smith, Alice
Taber, Alice
Temple, Melva Lois
Wadman, Florence A. V.
Wheeler, Hazel
Whitehill, Myrtle M.
Williams, Anita

42nd Class 1930

Benton, Kate P.
Burns, Alice
Carmichael, Nancy Lee
Cochran, Martha
Craig, Irma A.
Cressaty, Margaret
Cronk, Alberta
Daniels, Mary
Danson, Elizabeth (Mrs. Irving Smith)
Dorsey, Mrs. Mildred M.
Dryden, Ruth (Mrs. Carl Bauer)
Fuller, Anna Leora
Gehman, Constance (Mrs. Paul W. Betts)
Griffin, Margaret (Mrs. E. L. Van Dussen)
Hoffman, Hortense
Linneman, Lorna (Mrs. Horace Tilton)
Marrack, Harriet
Meyer, Florine (Mrs. James Mentzer)
Miropol, Olga
Power, Florence
Rees, Evelyn (Mrs. Frances Hveem)
Richmond, Romaine
Rutland, Pauline (Mrs. Burgess)
Scheid, Helen (Mrs. Charles E. Rich)
Skobba, Valborg
Stager, Waive
Strickland, Lillian
Van Houten, Mrs. Doris Knoff
Warren, Dorothy (Mrs. Fred Wyse)
Whitten, Miriam P.
Whittle, Ella
Wright, Mrs. Frances
Zoll, Clarence

43rd Class, 1931

Adams, Frances L. (Mrs. Frank Edward Alderman)
Bird, Helen D.
Chrisley, Lois (Mrs. Lois C. Hofflich)
Chilson, Lessley
Cornwell, Kathryne C.
Dearle, Dorothy (Mrs. Donald Keiser)
Haverland, Della

43rd Class 1931

Haverland, Stella
Hayes, Ruby J.
Heartwell, Lois
Hendon, Mrs. Rebecca
Henssgen, Dorothy
Hossack, Mrs. Joyce
Kleinpell, Irma
Koethen, Wilhelmina
Landram, Elizabeth
Logan, M. Elizabeth (Mrs. George Keefer)
Langford, Doris (Mrs. Bresette)
Miller, Barbara
Nelson, Agnes M.
Parr, Katherine B.
Pinney, Elizabeth
Roberts, Ruth (Mrs. James Leonie)
Rothstein, Hilda (Mrs. M. Levenson)
Schramling, Marjorie
Schweitzer, Dorothy
Slaughter, Vera Mae
Taylor, Alice C.
Taylor, Zada
Williams, Dorothy
York, Geneva

44th Class 1932

Agan, Nell (Mrs. Ernest Wills
Ainsworth, Mrs. Katherine Lake
Applegate, Yetive
Bates, Margaret
Carter, Mary
Cartinhour, Betsy
Davis, Mary Elizabeth
Everett, Dorothea Sydon
Fay, Edyth Ardis
Gadbois, Marjorie Deanne
Glaszman, Ellen
Gray, Mrs. Marguerite
Gully, Florence Isabelle
Heineman, Mary Irene
Hickenlooper, Elizabeth
Hummel, Viola
Jenks, Helen
McGrew, Marcia
McKnight, Eugene C.
Milligan, Louise M.
Millspaugh, Elizabeth
Oberkotter, Lillian
Pierson, Lucia (Mrs. Samuel Vaughn)
Smith, Wilbur Jordan
Spangler, Wilma
Stevens, Dorothy
Touhey, Eleanor
Utt, Marjorie
Wood, Margaret Dorothy

GRADUATES OF THE LIBRARY SCHOOL OF THE LOS ANGELES PUBLIC LIBRARY

Report on Distribution September, 1933

TOTAL NUMBER OF GRADUATES

Training Class	167
Library School	466
Total	633

CLASSIFICATION OF POSITIONS

	Training Class	Library School
COUNTY LIBRARIES		
Librarians		4
Cataloguers		5
Branch librarians		2
General assistants		8
Supervisor of registration		1
Supervisor of work with schools		1
Total		21
MUNICIPAL LIBRARIES		
Librarians	3	10
Branch librarians	4	25
Reference librarians	2	37
Department librarians	3	9
Library publicity director		1
Children's librarians		51
Supervisors of children's work	1	3
Reader's adviser		1
Intermediate work		1
Circulation librarians		7
Librarians in branches	3	20
Order librarians		4
Cataloguers		12
Registration librarians		2
General librarians		23
Supervisor of branches	1	
Supervisor of school libraries	1	
Total	18	206
COLLEGE AND UNIVERSITY LIBRARIES		
	Training Class	Library School
Librarians		
University		2
Teachers' colleges		2
Reference librarians	1	3
Cataloguers		2
General librarians		10
Total	1	19

SCHOOL LIBRARIANS		
High school	10	18
Junior college		5
Asst. supervisor of school libraries		1
Supervisor of school libraries	1	
Junior high school	1	10
Trade school		1
Cataloguers		3
Elementary school		12
TOTAL	12	50
SPECIAL LIBRARIES		
Research		3
State library		1
Business		8
Medical library		1
U. S. Naval training station	1	
TOTAL	1	13
SPECIAL POSITIONS		
A. L. A. Bd. of Education for librarianship, asst.		1
Library School, exec. secry		1
TOTAL		2
Grand total of those in positions	32	311
Number of those not in library work	27	129
Number of those seeking positions		18
Number deceased	5	8
Number unaccounted for	103	
TOTAL	135	155
Grand total of students	167	466
TOTAL		633

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University of California Library

or to the

NORTHERN REGIONAL LIBRARY FACILITY
Bldg. 400, Richmond Field Station
University of California
Richmond, CA 94804-4698

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- 1-year loans may be recharged by bringing books to NRLF
- Renewals and recharges may be made 4 days prior to due date

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